



Baby & Toddler

THE MOUNTAIN CAMBRIDGE SCHOOL



APPLICATION FORM

LEARNER'S NAME: _____

DATE OF APPLICATION: _____

STARTING DATE: _____

P.O. Box 36 Hartbeespoort 0216 • Beethoven Road Melodie Agricultural Holdings Hartbeespoort

Tel 0769034126

E-mail megan@themcs.co.za • www.themcs.co.za Mountain
Cottage School (Pty) Ltd

Real world ready

SUPPORT DOCUMENTATION

Please ensure that the following are included with this application:

- 2 ID photos
- Immunization / clinic card (Pre-primary – Grade 1)
- Study permit where applicable
- ID documents of both parents
- Proof of residence i.e. utility bill
- Most recent school report and most recent therapeutic reports where applicable
- Non-refundable application fee of R300
- Birth Certificate / ID Document of student

SECTION A

LEARNER'S DETAILS

Surname: _____ First Name/s: _____

Preferred Name: _____ Age: _____ Date of Birth: _____ Gender: M F

Identity No.: _____ Home Language: _____ Religious Denomination: _____

For foreign learners only

Passport No: _____ Date of first entry into SA: _____

Residential Address:

Postal Address:

Last school Attended: _____

Siblings at Mountain Cambridge School:

Name: _____ Age: _____ Grade: _____

Name: _____ Age: _____ Grade: _____

Allergies or Medical Alerts (if any): _____

Medical Aid: _____ Members Number: _____

Doctors Name: _____ Doctors' Telephone Number: _____

(The emergency contact should be a family member or friend that we can contact if we are unable to locate the learner's parents)

Emergency Contact Name and Number: _____

Relationship to learner: _____

SECTION B

PARENT/S, GUARDIAN OR PERSON/S RESPONSIBLE FOR EDUCATION OF LEARNER

FATHER'S DETAILS	Full Name & Surname			
	ID Number			
	Residential Address			
	Postal Address			
	Telephone	(H) _____	(W) _____	(C) _____
	Occupation	_____	Marital Status	_____
	Employer	_____		
	E-mail address	_____		
SIGNATURE				

MOTHER'S DETAILS	Full Name & Surname			
	ID Number			
	Residential Address			
	Postal Address			
	Telephone	(H) _____	(W) _____	(C) _____
	Occupation	_____	Marital Status	_____
	Employer	_____		
	E-mail address	_____		
SIGNATURE				

If divorced:

Father: Access to the learner? yes/no

Mother: Access to the learner? yes/no

Is the learner living with you? Yes / no

Is the learner living with you? Yes / no

Are you the legal guardian? Yes/no

Are you the legal guardian? Yes/no

Please indicate below which payment option you require. (Tick appropriate box)

Monthly		Termly	
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SECTION C

SCHOOL FEES 2016

Baby and Toddler School	School Fees	Monthly
	R2500	R2500
After Care	R750	R750

Additional costs:

Non-Refundable Acceptance Fee

Baby and Toddler R 1250 - Once off Per Registration

After Care R500 - Once off per Registration

Please note:

School fees are compulsory and are payable strictly in advance. The following methods of payment are available:

1. Monthly tuition fees: due and payable on the first of every month over a 10 month period (Jan – Oct).
2. If school fees are not up to date extra murals will not be allowed to participate in.
3. **A full term's notice, in writing, is required prior to the withdrawal of a pupil.**
4. **The above School Fees EXCLUDE private extra-murals.**

BANK DETAILS

Reference on Payment: Childs Name.

Megan Jansen Van Vuuren

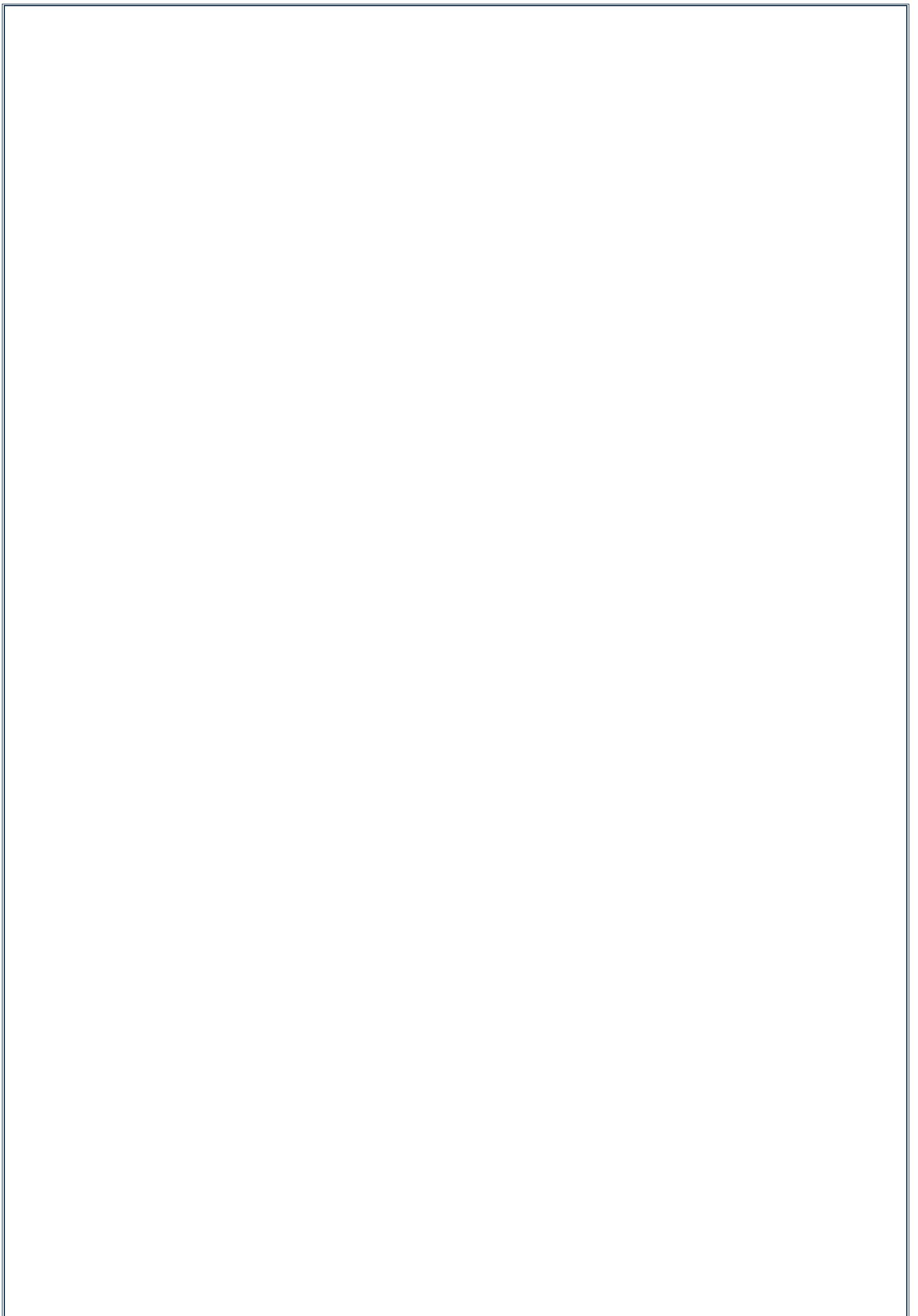
ABSA : Savings

Hartbeespoort

Account No: 9198701567

Branch Code: 632005

Reference: Oldest child's name and surname & account (e.g. Fees, Bus, Outings, etc.)



- PARENT CONTRACT

TERMS AND CONDITIONS: ENROLMENT FEE, TUITION FEES, LEVIES AND CHARGES

A non-refundable once off acceptance fee is payable per learner on acceptance of enrolment.

School fees are compulsory and are payable strictly in advance as per the attached Schedule of School Fees, payment options and extras.

All tours, school excursions and theatre outings are payable when advised of the event.

I (parent/guardian) also understand the following (in addition to the terms and conditions already accepted):

1. I have legal custody and/or guardianship in respect of the above mentioned named learner/s and I am entitled to sign this document and shall be bound hereto both as parent/guardian and in my personal capacity.
2. In terms of family law, parents are jointly and severally liable for the payment of the fees irrespective of their marital status.
3. In the event of non-payments, the School may sue both parents irrespective of maintenance and or/court orders which may exist between the parties.
4. If fees are outstanding Mountain Cambridge School reserves the right to withhold reports, suspend learner or cancel enrolment with immediate effect.
5. All outstanding payments received will be applied firstly to the reduction of interest and then the reduction of current fees.
6. Interest at prime bank rate will be charged on all overdue fees.
7. Payments returned by the bank for any reason will attract a surcharge of R100.00
8. The school shall be entitled to instruct its attorneys to attend to the collection of any overdue accounts and the parents shall be liable for all cost incurred.
9. A full term's notice, in writing.
10. Statement updates will be issued to parents.
11. Should there be a dispute on your statement of account please notify the Administration Office in writing immediately.
12. This agreement falls under the definition of an Incidental Credit Agreement according to the National Credit Act.
13. The signatory hereto chooses *domicillium citandi et executandi* as indicated. In the event of a change of address, parents are to notify the Administration's Office in writing.
14. School fees are increased annually.
15. I understand that the School reserves the right to verify all information supplied to them via this application. In the event of fraudulent documents submitted, the School reserves the right to lay a criminal charge of fraud against any of the parties to his application.

SIGNATURE

DATE

Person responsible for account:

Full name: _____

ID Number: _____

SIGNATURE

DATE

TERMS AND CONDITIONS FOR ADMISSION

This letter must be co-signed by both parents/guardian(s), confirming acceptance of the Terms and Conditions for Admission to Mountain Cambridge School.

1. Consideration will be given to all applicants. Admission to the school is at the discretion of the Principal or person delegated in the absence of the Principal.
2. No learner shall be precluded on the basis of race, colour, gender, religion or creed.
3. Parents/guardians are requested to provide information on known disabilities of the learners.
4. Applications will not be considered unless all the required documentation and information is provided.
5. Signing of this document implies that parents/guardians are aware:
 - a) That Mountain Cambridge Baby and Toddler School medium of instruction is English.
 - b) That the prospectus and constitution of Mountain Cambridge Baby and Toddler School is accepted and underwritten.
 - c) That the code of conduct of Mountain Cambridge Baby and Toddler School is accepted and underwritten.
 - d) That parents/guardians commit themselves to accept the decisions of the Principal regarding the school's organisation and discipline.
 - e) That all complaints regarding rules, regulations, policies and procedures must be directed to the Principal.
6. The following regarding finances is important; on processing the application, the school may undertake a credit check and the school may deem it necessary to refuse acceptance or to charge an additional term's school fees to be held as a deposit and used in the event of a non-payment of school fees.

UNDERTAKING BY PARENT, GUARDIAN OR RESPONSIBLE PERSON

I _____,
(parent/legal guardian taking responsibility for school fees payments)

have read and understood the terms and conditions of the Application Form, the Code of Conduct and the Prospectus and I undertake to adhere to the stipulations and requirements contained therein. The Constitution of The Mountain Cambridge Baby and Toddler School is available on request. It is further understood that the aforementioned documentation may be altered or added to by Mountain Cambridge School from time to time.

I further hereby declare that the information which I have recorded in this form is true and correct and by my signature below, I give the Principal of the School or his/her designate permission to check and confirm any of the details listed by me. I understand that should any of the information supplied by me be found to be false; action may be taken against me.

Signed at _____ on this _____ day of _____ 20_____.

Signature of parent/guardian: _____

Disclaimer:

I/we, as parent/legal guardian understand that Mountain Cambridge Baby and Toddler School shall not be held liable for any injury/ loss or damage to the learner or his/her belongings.

Consent:

In a critical situation please bear in mind that there may not be time to refer to your child's records. The school therefore reserves the right to utilize the quickest medical service available. By signing below you agree that the appointed practitioner may carry out emergency treatment as may be necessary.

Father/Guardian signature _____ Mother/Guardian signature _____

Date _____

Date _____

INDEMNITY FORM

I, by my signature hereto, acknowledge that I am *the parent / guardian of / person responsible for

(Learner’s full names, please print)

Hereby consent to the participation of my child in all games, sporting, cultural arranged by Mountain Cambridge Baby and Toddler School and/or conducted under its aegis. Whilst it is recognized that MCS will take every precaution to ensure the safety and wellbeing of my child, I hereby indemnify and hold blameless Mountain Cambridge Baby and Toddler School , its Staff and other agents against all claims which may arise in consequence of the death of or injury sustained by my child during the course of such games, sporting, cultural and educational tours and trips and educational excursions, from whatsoever cause arising, including any fault of whatsoever nature attribute to Mountain Cambridge Baby and Toddler School , its Staff or other agents, save that liability shall not be excluded under this indemnity for loss occasioned by a deliberate act of willful misconduct attributable to Mountain Cambridge Baby and Toddler School , its Staff and other agents. In the event of my child being injured, I hereby authorize, Mountain Cambridge Baby and Toddler School, its Staff and other agents to procure medical treatment/surgery as may in their absolute discretion be deemed necessary. I undertake to indemnify Mountain Cambridge Baby and Toddler school, its Staff and other agents from all medical and hospital costs occasioned hereby.

Signed at: _____ **Date:** _____

Signature: Father/Guardian DATE:

Signature: Mother/Guardian DATE:

Thank you for applying to register with our school. You will be contacted shortly to attend an assessment and interview with the Principal.

Congratulations! You are registered at Mountain Cambridge Baby and Toddler School!