



LEARNER ENROLMENT / APPLICATION FORM

CONFIDENTIAL

Please provide a current photo of the child here.

Date of Enrolment / Application: _____

Application for: 2025 ☐ 2026 ☐

Applying for year: ☐ 3m-1 ☐ 1-2 ☐ 2-3 ☐ 3-4 ☐ 4-5

OFFICE USE:

Viewing: Date _____

All documents received ☐ Waiting list ☐ Accepted: Date _____

Date of starting at Kleintyd: _____

Do you currently have any children in Kleintyd: YES ☐ NO ☐ If 'YES',

Name & Surname of child(ren): _____

PERSONAL INFORMATION OF YOUR CHILD

Surname: _____

Name/s as on birth certificate / ID:

Name by which learner is called: _____

Date of birth: _____

ID number: _____

Sex: Male ☐ Female ☐

Nationality: _____

Race: Asian ☐ African ☐ Coloured ☐

White ☐ Indian ☐ Other ☐

Home Language: _____

Second Language: _____

Religion: _____

Disability (if any): _____

Current School: _____

Principal: _____

Tel no: _____

Province: _____

Reason for leaving: _____

MEDICAL INFORMATION

Family doctor/ Clinic _____

Name of Medical Aid: _____

Name of principal member: _____

Medical Aid no: _____

Contact details: _____

LEARNER MEDICAL INFORMATION:

Chronic illness: _____

Any allergies (*Indicate in RED*): _____

Bee allergies: _____

Medication: _____

*Please circle your answer.****ANY INDICATION OF PROBLEMS REGARD TO**

1. Child's growth progress YES/NO

2. Hospital admission YES/NO

3. Any problems during or after pregnancy?

YES/NO

4. Any developmental problems
identified? YES/NO5. Visual/ hearing/ weight/ speech/
physical/ locomotor screening results YES/NOIf you answered 'YES' to any of the above questions
(1-5), please give a short explanation.

EARLY INTERVENTION SERVICES RENDERED (Academic, emotional, behaviour, learning, visual, hearing)

Age of child	Area of need	Services and intervention received

CONTACT PERSON IN CASE OF EMERGENCY (Not parent or guardian)

Contact person 1:

Name: _____

Relationship: _____

Contact details: _____

Contact person 2:

Name: _____

Relationship: _____

Contact details: _____

PERSONS AUTHORISED TO COLLECT YOUR CHILD FROM SCHOOL

1.

Name & Surname: _____

Relationship: _____

Contact details: _____

ID Number: _____

2.

Name & Surname: _____

Relationship: _____

Contact details: _____

ID Number: _____

3.

Name & Surname: _____

Relationship: _____

Contact details: _____

ID Number: _____

4.

Name & Surname: _____

Relationship: _____

Contact details: _____

ID Number: _____

NB! Copies of ID documents of person/s authorized to collect your child must be attached to enrolment form.

INFORMATION REGARDING PARENT(S)/ GUARDIANS 1

Title: _____

Full names: _____

Surname: _____

Name called: _____

ID number: _____

Home language: _____

Preferred language: _____

Cell phone number: _____

Home contact number: _____

Email: _____

Physical address: _____

Occupation: _____

Employer: _____

Work contact number: _____

Work address: _____

Does the child reside (stay) with this parent?

YES ☐ NO ☐

PARENT / GUARDIAN 2

Title: _____

Full names: _____

Surname: _____

Name called: _____

ID number: _____

Home language: _____

Preferred language: _____

Cell phone number: _____

Home contact number: _____

Email: _____

Physical address: _____

Occupation: _____

Employer: _____

Work contact number: _____

Work address: _____

Does the child reside (stay) with this parent?

YES ☐ NO ☐

PAYMENTS – PERSON 1 RESPONSIBLE FOR PAYMENT OF SCHOOL FEES

Title: _____ Full names: _____ Surname: _____ Initials: _____ ID number: _____ Cell phone number: _____ Telephone (home): _____ Email: _____ Physical address: _____ _____	Postal address <i>(If different from physical address)</i>: _____ Occupation: _____ Employer: _____ Work contact number: _____ Work address: _____ _____ _____ Does the child reside (stay) with this parent? YES ☐ NO ☐
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PAYMENTS – PERSON 2 RESPONSIBLE FOR PAYMENT OF SCHOOL FEES – MUST BE FILLED IN

Title: _____ Full names: _____ Surname: _____ Initials: _____ ID number: _____ Cell phone number: _____ Telephone (home): _____ Email: _____ Physical address: _____ _____	Postal address <i>(If different from physical address)</i>: _____ Occupation: _____ Employer: _____ Work contact number: _____ Work address: _____ _____ _____ Does the child reside (stay) with this parent? YES ☐ NO ☐
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CONTRACT WITH SCHOOL REGARDING PAYMENTS OF SCHOOL FEES

1. I accept responsibility for the prompt payment of school fees for the child mentioned above. I agree to pay Kleintyd Akademie & Nasorg school fees before or on the **1st of each month** for 12 months (January to December) as stated below:
 - a) ☐ Monthly ☐ Per term ☐ Annually
 - b) ☐ Internet payment
2. I agree to notify the principal of Kleintyd Akademie & Nasorg **via email** (info@kleintyd.co.za) or in **written hard copy** if I am unable to pay school fees.
3. In the event of non-payment, Kleintyd Akademie & Nasorg holds the right to take legal action in obtaining the outstanding fees.
4. I agree to give one (1) calendar month written notice in advance if my child will not be attending Kleintyd Akademie & Nasorg. In the last term I undertake to give notice prior to the **1st of October**, the student will then leave Kleintyd Akademie & Nasorg on the 31st of October. No late submissions will be accepted.
5. No cash payments for school fees will be accepted.
6. Proof of payment must be provided via e-mail to: info@kleintyd.co.za
7. I confirm that the **information given** in this **form is** true, complete and accurate.
8. I, Parent / Guardian agree to keep to the terms and conditions provided above.

KLEINTYD AKADEMIE & NASORG BANKING DETAILS

Account holder:	Kleintyd Akademie
Bank:	First National Bank
Type of account:	Cheque
Reference:	Child's Name and Surname
Account number:	62791572623
Branch code:	250655
Proof of payment:	info@kleintyd.co.za

ADDITIONAL COSTS

Extra-murals

Outing fees

Photo days

2024 SCHOOL FEES per month

3months -1 Years -	R3780
1 - 2 Years -	R3780
2 – 3 Years -	R2860
3 – 4 Years -	R2860
4 – 5 Years -	R2860
<i>Non-refundable registration fee: R1250</i>	

PERMISSION TO PARTICIPATE IN ALL ORGANISED ACADEMIC, SPORT- AND CULTURAL ACTIVITIES

1. I, Parent / Guardian give consent that my child may attend all academic, sport- and culture activities that is provided in an organised manner by Kleintyd Akademie & Nasorg and may be transported by Kleintyd Akademie & Nasorg.
2. I accept that all necessary precaution will be taken to ensure the safety and well-being of my child by the staff of Kleintyd Akademie & Nasorg and that I will be held responsible for the payment of any medical / hospital accounts in the case of any injury which my child might experience while at or in care of Kleintyd Akademie & Nasorg (unless it stems from gross negligence by the staff employed by Kleintyd Akademie & Nasorg.)
3. I acknowledge that the Headmaster/Headmistress is authorised and empowered to act in loco parentis (meaning in the legal place and stead of the student's guardian and/or parent) in respect of the learner, when specific authority cannot reasonably be sought in time, including, but not limited to, for the giving of consent for any medical treatment or medical operation which in the opinion of the Headmaster/Headmistress is necessary.
4. I acknowledge all information regarding medical aid provided in the Medical Aid section of this form is true, completed and accurate. This information may be used in the event of an emergency.
5. I undertake to inform Kleintyd Akademie & Nasorg if any of the above information changes in any way.
6. I undertake to support my child in the upholding of the Disciplinary System and Code of Conduct of Kleintyd Akademie & Nasorg as stated in the School Policy.
7. I hereby give permission that my child will make use of school transport for all events and sports.
8. I am aware that Kleintyd Akademie & Nasorg opens at 6:00am and that the school closes at 17:30pm.
9. I am aware that there are penalty fines for not collecting my child on time.

PARENT CONSENT FOR THE USE OF MEDIA

Using Images of children at Kleintyd Akademie & Nasorg

We regularly take and display photographs in school for a variety of purposes. We may use these images within classrooms, in corridors, in our School Prospectus, in other Education, Sport and Culture publications, and also on our web-based.

Any photos or video added to our school website will meet our agreed school policy and the Education, Sport and Culture Department's Policy.

I/we hereby consent to the school using any still photography and/or likeness of the learner and/or audio-visual footage in any printed material or other mediums, including for the purpose of marketing of the school.

Conditions

- 1) This consent form is valid for the period of time your child attends Kleintyd Akademie & Nasorg.
You may revoke permission at any time by completing an updated form.
- 2) We may use photographs or recordings after your child leaves Kleintyd Akademie & Nasorg.
. Please advise us if you have an objection to this.
- 3) We may use group or class photographs or video footage with general labels, such as 'The 2017 Outing to the farm'.
- 5) We will not link the name and image of any child on our website.
- 6) We will only use images of children and adults who are suitably dressed to reduce the risk of such images being used inappropriately.
- 7) We will not include personal email, postal addresses, telephone or fax numbers on video, our website, in our school prospectus or in any other printed publications.
- 8) We may include pictures of children and adults that have been drawn by the children.

Please answer the questions below, sign and date the form and return it to school.

I give consent for: *Please circle your answer*

1. My child's named image to appear in the media e.g 'Tygerburger'?
2. My child's photograph to be used in school, in school publications and marketing?
3. My child's image to be recorded/used on video?

Yes	No
Yes	No
Yes	No

POLICIES OF THE SCHOOL

You declare that you have read and understood the policies and agree to abide by the provisions thereof. You further accept that all policies are subject to change from time to time and shall remain binding on you and your child despite any such amendments. Copies of all policies are available for perusal in the school office upon request.

You undertake to comply with all the rules and regulations of the school and acknowledge that it is your responsibility to make yourself and, to the extent relevant, your child familiar with the policies.

Please note: COMPLETION OF THE ENROLMENT/APPLICATION FORMS DOES NOT GUARANTEE THAT YOUR CHILD WILL BE ACCEPTED AT KLEINTYD AKADEMIE & NASORG. If you have not heard from us before your child should start, it is your responsibility to contact us to follow up on the application which might have been added to a waiting list.

Copies of the following documents must be enclosed: *(Please indicate which documents are provided)*

- ☐ Enrolment form/Application form
- ☐ Copy of learner's birth certificate/ID
- ☐ Copy of learner's Clinic card
- ☐ Copy of a municipal or telephone account
- ☐ Copy of both parent's ID documents
- ☐ Copy of ID documents of person/s authorized to collect child
- ☐ Copy of latest report of previous school

Parent/Guardian's Name and Surname: _____

Parent/Guardian's Signature: _____

Date: _____

ADDENDUM A

KLEINTYD AKADEMIE & NASORG FINANCIAL TERMS AND CONDITIONS

1. ACCEPTANCE OF LIABILITY

- 1.1. The undersigned person (legal Custodian/s) is/are responsible for the accounts//s, as fully explained in the standard Kleintyd Akademie & Nasorg Application for Admission Form ("the Application Form") and herewith assumes liability for the account alternatively binds himself/herself irrevocably as Legal Custodian/s for payment of all School fees (and all other amounts owing) to Kleintyd Akademie & Nasorg ("the School");
- 1.2. Kindly take notice that School fees may be reviewed during mid-term/s if and when the economic situation would necessitate such reviews.

2. TERMS OF PAYMENT

- 2.1. It is recorded that School fees are determined at the beginning of each year, and may be reviewed mid-term (refer para. 1.2) and the LEGAL CUSTODIANS (account holder/s shall be informed of the results thereafter in writing. After the yearly determination/review of fees, the LEGAL CUSTODIANS (account holder(s)) shall be invoiced for the said School fees due.
- 2.2. The LEGAL CUSTODIANS account holder(s)) shall immediately inform the School if he/she/they have not received an invoice at the start of the academic year and each month, whichever is relevant.
- 2.3. School fees for a 12 (twelve) month period, or proportionally in the event of special cases or mid-term admissions, are payable in advance by the 1st (first) day of January, or any relevant month depending on the fee payment option exercised by the LEGAL CUSTODIAN/S (account holder(s)) in the Application form.
- 2.4. In the event where the School fees are not paid in full up front, payments are to be made (in terms of para. 2.), free of any deductions or set offs, on or before the 1st (first) day of every consecutive calendar month.
- 2.5. In the event where an existing account is/has not been managed in the proper manner, no further applications will be considered.
- 2.6. There will be no refund of the registration fee where the Learner (Scholar) leaves the School or does not attend School at all as set out on the Application Form.

3. PAYMENTS

3.1 All and any payments due to the School, shall be affected in electronic transfer to:

Account holder:	Kleintyd Akademie
Bank:	First National Bank
Type of account:	Cheque
Reference:	Child's Name and Surname
Account number:	62791572623
Branch code:	250655
Proof of payment:	info@kleintyd.co.za

4. LATE PAYMENTS

4.1. The School reserves the right to charge a penalty fee of R100 per month on all accounts outstanding if not settled by the respective due dates. Monthly fees not fully paid up by the 3rd (Third) of each month, shall be considered overdue.

4.2. Any accounts that are in arrears and outstanding for 30(thirty) days and longer, may be handed over to our attorneys or Debt Collectors for collection and all costs so incurred will be for the LEGAL CUSTODIAN'S (debtor's/s) account.

5. BREACH OF CONTRACT

5.1 In the event where the undersigned Legal Custodians or guardian commits a breach of contract of any of the terms of this Agreement and fails to remedy such breach within 5 School days from the date of which written notice (via email or hard copy) has been given of such breach, the School may, in its sole discretion and judgment;

5.2. Refuse the learner further entry to the School's premises until the breach has been remedied, or

5.3. Claim damages from the Legal Custodian/s and/or the sureties and guardian;

5.4. To take whatever legal steps that may be deemed necessary.

5.5. The costs of which shall be for the account of the person/s in breach.

6. INDEMNITY

6.1. Parent/s and/or Guardian/s, Legal Custodian/s and Learners, shall hold harmless and indemnify the School-, School Board-, System-, its Personnel, staff, Relief staff, officers, employees, agents, sponsors, donors from and against any claims, demands, or causes of action whatsoever, including without limitation those arising on account of any injury or death of persons or damage to property caused by, or arising out of, or resulting from, the exercise or practice of the educational framework granted by the relevant National Government/Provincial Governmental/Local Governmental, as the case may be, authorities, its Subsidiaries or there officers, employees, agents, or representatives.

7. GENERAL

This Agreement constitutes the whole Agreement between the parties relating to the subject matter hereof. No amendment or consensual cancellation of this Agreement or any provision or terms hereof or of any Agreement, bill of exchange or other document issued or executed pursuant to or in terms of this Agreement and no settlement of any disputes arising under this Agreement and not extension of time, waiver or relaxation or suspension of any of the provisions or terms of this Agreement or of any Agreement, bill of exchange or other document issued pursuant thereto or in terms of this Agreement, shall be binding unless reduced to writing and signed by all the parties thereto any such extension, waiver or relaxation or suspension which is so given or made, shall be (strictly) construed as relating strictly to the matter in respect whereof it was made or given.

8. JURISDICTION

The parties agree to the jurisdiction of the Magistrates Court in terms of section 45 of the Magistrates Court act, 32 of 1944, as amended, in all matters requiring adjudication pursuant to this agreement.

9. CREDIT INFORMATION

The account holder(s), surety or guardian hereby consents to the disclosure and exchange of personal financial information to a credit bureau or financial institution in accordance with the Credit Act 2002 and at the sole discretion or instance of the School Governing Body.

I understand that the details supplied by me, on this form are protected in terms of the POPI legislation. KLEINTYD AKADEMIE & NASORG may however use any of the details supplied by me, on this form to pursue payment by me for any unpaid accounts.

10. DOMICILIUM

The parties choose as their domicilia citandi et executandi their respective addresses asset out in the Application form.

I confirm that the information furnished by me above is true and correct, and I further submit that the above-mentioned address, contact number and email address is the company my chosen *domicillium* addresses for the purpose of service of any invoices, statements, notices and/or legal documents.

11. LEGAL FEES

In the event where the School institutes legal action against the LEGAL CUSTODIAN/S, he/she/they will be liable for all legal fees on an attorney and client scale, plus collection costs, commission, interest, tracing, agency and other fees commensurate herewith.

12. CANCELLATION

- 12.1.** The LEGAL CUSTODIAN/S do undertake herewith to give 1 (one) month written notice of termination of the attendance (enrolment) of a scholar as well as his/her use of the aftercare facilities. If notice is received in the last term of the School year including the month of January, the legal custodian/s undertake to give (1 (one) full term's notice of termination).

- 12.2.** In the event where the LEGAL CUSTODIAN/S, do not adhere to the above mentioned (12.1) he/she/they will be liable for the full payment of three months (1 (one) full School term).
- 12.3** The School shall be entitled to terminate the admission/enrolment of any learner under the following circumstances:
- 12.3.1** Summarily and with immediate effect, if the learner is guilty of an offence which, in the sole judgement (opinion) and discretion of the School, renders his/her continued admission/enrolment of (at) the School impossible/unfeasible, in which case (event) the LEGAL CUSTODIAN/S after deduction of all amounts owing to the School and after taking into account all penalties, if any, will be refunded a pro-rata (pro)portion of any such fees having already been paid in advance in respect of such learner/s, but shall not be entitled to the refund of the School registration fee.

I/We, the undersigned,, hereby certify that we

have read, understood and familiarized ourselves with the **FINANCIAL TERMS AND**

CONDITIONS OF KLEINTYD AKADEMIE & NASORG

I/We accept, full responsibility/liability, jointly and/or severally for any indebtedness to KLEINTYD AKADEMIE & NASORG for the due and punctual payment of the enrolment fees (once-off, non-refundable), School fees and any other amounts which may become due and payable to KLEINTYD AKADEMIE & NASORG or in respect of participation in or attendance or any extra-curricular activity.

We accept the Financial Terms and Conditions of which a copy has been kept.

.....	
SIGNATURE OF PARENT	DATE
.....	
SIGNATURE OF SECOND PARENT	DATE
.....	
SIGNATURE OF KLEINTYD REPRESENTATIVE	DATE

The Kleintyd Team would like to thank you for your interest in our facility. We Hope that you find all the information supplied relevant and informative. If you have any additional questions, please do not hesitate to contact us.

*Kind Regards
The Kleintyd Team
Melanie Swart – Principal
Cell: 083 252 0779
021 903 3777
info@kleintyd.co.za*