

Ezekiel Christian School Contract 2022

Grade R

EZEKIEL CHRISTIAN SCHOOL

“ GOD STRENGTHENS ”





APPLICATION PROCEDURES

1. Admission Package must be completed and handed in at the office as soon as possible accompanied by the following:

- a) R1 350.00 enrolment fee
- b) R 450.00 Re-enrolment fee for existing students
- c) Diagnostic testing for new students R 500
- d) School fees over 11 Months: January – November
- e) Grade R: R 1 850.00
- f) PACE Deposit: R 700.00

NB:

- **Enrolment fees, Re-enrolment fees and PACE Deposit fees are not refundable upon cancellation.**
- **No application will be accepted without the payment, necessary forms and documentation.**
- Always schedule an appointment with the Principal for any parent interview.

DOCUMENTS REQUIRED WITH THE APPLICATION FORM

- a) **Clinic Card – All immunization must be up to date**
- b) **Certified copy of birth certificate of student**
- c) **Certified copy of parents' / guardian ID**
- d) **Proof of residential address (e.g. Utility Account, Telephone Account, Municipality Account)**
- e) **Certified copy of Salary Advice**
- f) **Behavioral report from other school for Enrolments.**
- g) **Proof of payments for Enrolments and Re – Enrolments, Pace Deposits must be attached with handing in of the contract and the above attachments to secure your child's place.**



APPLICATION FORM		
STUDENT INFORMATION		
Name:		
Date of birth:	ID:	Gender:
Grade:	Emergency Contact Person & Number:	
Residential address:		
City:	Province:	Code:
Postal Address:		
City:	Province:	Code:
Home Language:	Race:	Church:
FATHER / GUARDIAN INFORMATION		
Name & Surname:		
Date of birth:	ID:	Gender:
Home Language:	Race:	Church:
Residential Address:		
City:	Province:	Code:
Postal Address:		
City:	Province:	Code:
Name of Employer:		
Address of Employer		
City:	Province:	Code:
Position:		Monthly Income:
Email Address:		
Mobile No.:	Home No:	Work No.:
MOTHER / GUARDIAN INFORMATION		
Name & Surname:		
Date of birth:	ID:	Gender:
Home Language:	Race:	Church:
Residential Address:		
City:	Province:	Code:
Postal Address:		
City:	Province:	Code:
Name of Employer:		
Address of Employer		
City:	Province:	Code:
Position:		Monthly income:
Email Address:		
Mobile No.:	Home No:	Work No.:
SIGNATURES		
Signature of Father/ Guardian		Date
Signature of Mother/ Guardian		Date
Signature of Principal		Date

NOTE: Please inform the school if there are any changes regarding above information provided.



CONTRACT

1. Ezekiel Christian School attempts to:

- a. Cherish the child and place his/ her interest foremost within an embracing foster approach;
- b. Provide services on weekdays from 7h30 until 15h00;
- c. Keep school open throughout the year, except for public holidays, all school holidays and Some other days of which parents will be notified in advance;
- d. The Pre-School provides breakfast for all Grade R learners (A plate of cooked porridge).

2. Admission Policy

- a. Ezekiel Christian School is an Independent School registered with the Department of Education as a Combined School: **EMIS No. 442607343, NPO 158-329 & PBO 930039624.**
- b. Ezekiel Christian School has a Christian Ethos and accept the Bible as the way of living.
- c. All students admitted to Ezekiel Christian School will be taught according to the values of the Bible.
- d. We shall teach students that Jesus Christ is the only Saviour and will lead them to Salvation.
- e. Students will only be admitted to Ezekiel Christian School if parents abide by the following conditions
- f. **All students admitted to Ezekiel Christian School will comply to the Dress Code whenever in the school uniform and Policies:**

2.1. Roles and Responsibilities of Parents/Guardians

Parents or guardians play an important role in the education of their children. They have a responsibility to support the efforts of the school staff in maintaining a safe and respectful learning environment for all learners. Parents or guardians fulfil this responsibility when they:

- a. meet their financial obligations with the school;
- b. show an active interest in their child's school work and progress;
- c. communicate regularly with the school;
- d. help their child to be neat and appropriately dressed and prepared for school;
- e. ensure that their child attends school regularly and on time;
- f. promptly report to the school of their child's absence or late arrival;
- g. become familiar with the Code of Conduct and school rules;
- h. encourage and assist their child in following the rules of behavior;



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- i. assist school staff in dealing with disciplinary issues;
- j. attend parent meetings;
- k. attend parent conferences;
- l. careful of biased information from their children, and
- m. attend Parent Orientation which is compulsory for all new parents.

3. The admissions conditions

- i. A parent must complete an **application form for admission**, which is made available to him/her by the principal of the school, together with the **admission policy** and the **code of conduct** for learners. The principal will ensure that parents are given whatever assistance they may require to complete the form.
- ii. When a parent applies for admission of a learner to the school, the parent must present an **official birth certificate** of the learner to the principal of the school. If the parent is unable to submit the birth certificate, the learner may be admitted conditionally until a copy of the birth certificate is obtained from the regional office of the Department of Home Affairs.
- iii. The principal will advise parents that it is an offence to make a false statement about the age of a child (*See Births and Deaths Registration Act No 21, 1992*). The parent must ensure that the admission of the learner is finalized **within three months** of conditional admission.
- iv. On application for admission, a parent must show **proof** that the learner has been **immunized** against the following communicable diseases: *polio, measles, tuberculosis, diphtheria, tetanus and hepatitis B*. If a parent is unable to show proof of immunization, the principal must advise the parent on having the learner immunized as part of the free primary health care programme.
- v. When a **learner transfers** from one school to another, the principal must complete a **transfer card** and hand it to the parent, or forward it to the principal of the receiving school. (Note: the learner's permanent record remains with the school and is not passed on to the receiving school.) The learner's **transfer card** must be **attached** to the **application form for admission** to the receiving school.

3.1. Admission of non-citizens

The South African Schools Act, 1996 and this policy apply equally to learners who are not citizens of the Republic of South Africa and whose **parents** are in **possession of a permit for temporary or permanent residence** issued by the Department of Home Affairs.

A learner who entered the country by means of a **study permit** must present the study permit on admission to the school, as well as a **birth certificate of that country**.

Persons classified as **illegal immigrants** must, when they apply for admission for their children or for themselves, show evidence that they have applied to the Department of Home Affairs to legalize their stay in the country in terms of the Aliens Control Act, 1991 (No.96 of 1991).



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3.2. Age requirements for the admission of a learner to the school or different grades of a school

Learners admitted to the school in **Grade R** must turn **6 years before 30 June of the year of admission**.

Learners admitted to a school at **an age above the age norm for a grade**, will undergo a **diagnostic test** to determine their appropriate Grade level. As far as possible they will be placed in a fast track facility, or with his or her peer group, unless it is not in the educational interest of the learner. In the latter case the learner will be placed in a suitable lower grade, and an accelerated programme will be worked out for the learner to enable him or her to catch up with the peer group as soon as possible.

Children with **special needs** may also be accommodated provided it is within the school's capacity to cater appropriately for the learners educational and other needs (e.g. any physical impairment).

3.3. iPods, CD, MP3 players

The above items are not allowed at school.

3.4. Cell Phones

Cell phones must be **handed in** when a student arrives at school. If a student forfeits to do so and the cell phone is found in his, her possession the cell phones (including the sim card) will be **confiscated for three months**.

3.5. Aftercare and Bus Services

It is the solemn **responsibility of the parent** to make sure that his child is picked up in the afternoon at the school. A staff member of Ezekiel Christian School will be available until 16h00 to look after children that are waiting for the bus to pick them up. If a child stays after 16h00, a **penalty** fee of R 300.00 will be paid for the reimbursement of the one who had to stay after hours to look after your child.

3.6. Suspension of Students

Suspension of Students is the prerogative of the school in case of the following transgressions:

- I. Unacceptable behavior of students
- II. Financial obligations not met by parents

3.7. Ezekiel Christian School Reserves the right to:

- 1) obtain skillful advice for any **behavioral or developmental problem** identified in the child, whenever necessary;
- 2) take charge of any **medical emergency** without first consulting the parents if they are not reachable, by consulting a doctor or transporting the child to a hospital or clinic;
- 3) **deny the admission** of a child whose health condition is proclaimed (by management) to be a risk for other children as well as him/ herself;



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- 4) refuse the entrustment of a child to a person other than a parent / guardian without confirmation or prior arrangement made by the parents / guardian.

4. Financial Policy

- 1) Ezekiel Christian School is an Independent School that relies on the financial commitment of the parents for its operational survival.
- 2) Every child in Ezekiel Christian School has the right to education only if the financial agreement has been met by the parent.
- 3) Once the financial agreement has not been met, it forfeits the child's right to education.
- 4) Ezekiel Christian School does not allow accounts to be in arrears. In the case of arrears, no services will be rendered and the child will be suspended from school until the fees are paid in full. Care will be taken not to infringe on the constitutional basic principle of the child's best interests.
- 5) All fees must be paid in advance; this means that school fees are paid in advance for the coming month.

Clause 1

Arrear accounts as of the 4th of every month that the account is not paid, the penalty fee will be added in the amount of R150.00 – (Financial Policy states that an account should be paid in advance).

Clause 2

Your child will be excluded from school until the account is on a zero balance.

Clause 3

Collection fee of **30%** will be added to your account for using an outside company to collect school fees.

Clause 4

Your name will be listed on ITC as a bad payer or a "*Pagador*". (If your account is five hundred rand, R500.00 or more in arrears).

Clause 5

The parents will be held responsible for all legal expenses which may incur as a result of not keeping to the financial agreement.

Clause 6

Repeat PACES

If a student must repeat a PACE, an extra R 100.00 per repeat PACE will be added to your account.



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Clause 7

- Proof of ALL payments into the school's account (620 493 20477 FNB), must be e-mailed to the financial office of Ezekiel Christian School as soon as it is paid
- (E-mail address: accounts@ezekiel.co.za)
- **The student's account number** (example- M22) MUST be used **as reference** for ALL payments of your child's account.
- For **Diagnostic Test payments the student's name and surname must be the reference**

Clause 8

Parents are consenting to the **jurisdiction of the Magistrate's Court Excelsior** for all legal processes to be added. Please take note that both parents/ guardian agreed to the jurisdiction when contract is signed.

5. Payment Procedures

Ezekiel Christian School only accepts **internet payments** or cash deposits at ATM/ Bank. No cheque deposits will be accepted. NO cash will be accepted at the office. In the case of cash deposits, **the cash deposit fee for your payment will be added to your account as determined by banking charges.**

5.1. Non-Payment Procedures

A letter will go home with your child to inform you of the non-payment and exclusion of your child from school until payment is done.

6. Fee Structure

School fees are paid over a period of 11 months in advance for every month. An enrolment fee must be paid by all new parents and a re-enrolment fee must be paid by all existing parents.

Enrolment fee or re-enrolment fee must be paid in advance to make sure your child's place is booked. If school fees are paid in advance at the beginning of the year, you will receive a **3% discount.**

All school fees include PACES, but **does not include fees for extracurricular activities**, like sport, Honour Roll trips, field trips, camping trips, etc.

School fees will be increased annually as determined by Governing Council.

7. Transfer of students

Parents must notify the school **one month in advance in writing** in the case where a student is leaving the school.

If a parent **forfeits** to do so, he will be responsible for the **fees of that month** as well. Failure to do so will lead to Clause 3,4,5,6 and 7 to coming into effect.



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7.1 Results and transferring letters

Academic results will be **withheld** if financial obligations have not been met, and transfer letters will not be available before the financial agreement has been met.

8. School Policies

You declare that you have read and understood the Policies and agree to abide by the provisions thereof. You accept that all Policies will occasionally change from time to time and shall remain binding on you and your Child/children despite such amendments. Copies of all Policies are available for perusal in the school's office upon request.

FEE STRUCTURE GRADE R IN 2021

Enrolment Fee for New Students: R 1 350.00

Re-Enrolment Fee for Existing Students: R 450.00

School Fees Over 11 Months: January - November

Grade R R 1 850.00

Pace Deposit Fee for Grade R: R 700.00

Enrolment Fee, Re-Enrolment Fee and Pace Deposit Fee Is Not Refundable with Cancellation

Repeat Paces R 100.00 Per Repeat Pace.



DRESS CODE CLARIFICATIONS:

BOYS

Hair: Hair should be neatly trimmed, groomed and cut conservatively, i.e. neatly tapered – no steps – not touching ear or collar. No zorro cutting, no mohawk.

Clarifications:

Sideburns should be no lower than the middle of the ear.

Curly hair should not exceed 2.5cm in length (no afros).

No dyes/ peroxides

No punk styles

No braids or cornrows

If in doubt, comb it down.

Facial Hair:

Students should be clean-shaven

Jewelry:

Students may only wear a watch and/ medical bracelet

SUMMER SCHOOL UNIFORM

Boys Gr 1-6:

*Short sleeve shirt with buttons at the collar

*Tie (compulsory to wear)

*Navy blue V-neck pullover with school logo on (compulsory to wear)

*Grey trousers short or long

*Wearing of black belt, compulsory to wear with long trousers

*Black shoes

*Plain grey socks

Boys Gr 7-12:

*Short sleeve white shirt with buttons at the collar

*Tie (compulsory to wear)

*Navy blue V-neck pullover with school logo on (compulsory to wear)

*Long grey trousers

*Black shoes

*Plain gray socks

*Wearing of black belt (compulsory)

For cooler days in the summer, the boys may wear their navy-blue V-neck jersey with school logo on or their school jacket with school logo on. NO OTHER JACKET OR TRACKSUIT JACKET may be worn at the school.

WINTER SCHOOL UNIFORM

Boys Gr 1-12

*White long sleeve shirt with button at the collar

*Tie (compulsory to wear) available at school

*Navy blue V-neck jersey with school logo on or school jacket with school logo on

NO OTHER JACKET OR TRACKSUIT JACKET may be worn at the school

*Long grey trousers with black belt (compulsory to wear)

*Plain grey socks

*Black shoes

SPORT UNIFORM

*Tracksuit and a Golf Shirt

All school uniform is available at PJ Sports, 24 Voortrekker st, Ladybrand. Phone number: 051 924 0281



DRESS CODE CLARIFICATIONS:

GIRLS

- Hair:** *Hair should be neatly groomed and a natural colour
*Headbands and ribbons should be navy blue

Clarifications:

- *Hair should not be hanging in your face (over eyes) or look untidy
- *No spikes and no excessive use of gel
- *No punk styles
- *No peroxides/ streaks
- *No unnatural dyes/ highlights

Face:

- *No makeup allowed

Jewelery:

- *Only a watch and one earring, smaller than 15 mm in size, per earlobe (No other piercings)

Nails:

- *Short and neat
- *No nail polish to be worn

SUMMER SCHOOL UNIFORM

Girls Gr 1-12

- *Navy blue gym/ pinafore with V-neck (below the knees- front, as well as back)
- *White socks
- *Girls school shoes – not allowed to wear boys' shoes
- *Navy blue ski-pants (compulsory for Gr 1 to Gr 6 to wear under the pinafore)

WINTER SCHOOL UNIFORM

Girls Gr 1-12

- *White long sleeve shirt with button at the collar
 - *Tie (compulsory to wear)
 - *Navy blue girls' trousers – no boys trousers are allowed to be worn
 - *Navy blue V-neck jersey or school jacket
- NO OTHER JACKETS / TRACKSUIT JACKETS may be worn at school
- *White socks and girls school shoes

SPORT UNIFORM

The sport uniform can be ordered directly from PJ Sport

All uniform is available at PJ Sports, 24 Voortrekker st, Ladybrand. Phone number: 051 924 0281

BANKING DETAILS OF PJ SPORT IN LADYBRAND:

FNB Account: 624 243 96712

Branch Code: 250655

Reference: Name and Surname

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UNDERTAKING TO PAY SCHOOL FEES

I/We.....
(Full names of both parents/guardians)

the parents
of.....
(Full names of student)

Hereby acknowledge that:

- 1) School fees will be levied by the Governing Council of the School (Section 30 of the South African School Act No. 84.1996).
- 2) In terms of Section 41 of the South African Schools Act, the Governing Council may by the process of law enforce the payment of school fees.
- 3) **If school fees are in arrears the school is entitled in its sole discretion to exclude my/our child/children from school.**
- 4) **Fees are payable monthly or annually in advance.**
- 5) We/I hereby abide by the school fee policy predetermined by Ezekiel Christian School's Governing Council.

I/We undertake:

- 1) To ensure that my child/children attends school regularly and should my child/children be absent from school for any reason, I/we will notify the principal in writing stating the reasons for absence.
- 2) To pay the school fees in terms of Section 39 of the South African Schools Act No 84 of 1996. By our signatures herein we accept that we shall be jointly and severally liable for any amount outstanding or due to the school from time to time.
- 3) To pay all costs incurred for damage done or losses caused by my child/children to school property, books or equipment.
- 4) To pay all costs (Collection fee of 30% to be added to my account) on the Attorney and Client scale in the event of proceedings being instituted to recover fees by either an Attorney or a debt collecting agency.
- 5) To elect as my/our *domicilium citandi et executandi* the address referred to in this document for the service of any notice processes and we hereby agree to the issue of an Emoluments Attachment Order.
- 6) **To inform the school in writing within 10 days of any change of address and contact numbers.**
- 7) Both parents hereby consent to the jurisdiction of the Magistrate's Court Excelsior.

.....
Signature of father/guardian Signature of mother/guardian Date

.....
Address:

Witness 1.....
Signature of witness Date

Witness 2.....
Signature of witness Date



PARENTS / GUARDIANS UNDERTAKE TO SUBMIT TO THE SCHOOL'S RULES AND KNOWLEDGE THAT HE /SHE IS INFORMED ABOUT:

- i. Children may under no circumstance be dropped off or fetched at the entrance to the school, without supervision.
- ii. The Pre-School prefers toddlers that have already been taught a toilet routine,
- iii. No sweets, bubble gum, cookies, or toys are allowed. Sweets only will however be allowed on Fridays.
- iv. **The School must be notified if someone other than the child's parents will be fetching the child from school.**
- v. Teachers must be consulted with the organizing of birthday parties. Parties will be held at 10h00.
- vi. A labelled lunchbox, together with a bottle beverage must be provided for morning teatime.
- vii. Parents / Guardians supply the medication and hand the dosage form in, as discussed.
- viii. Parents / Guardians are responsible for DAILY supply of:
 - ix. Additional set of clothes.
 - x. A hat in summer time.
 - xi. Suitable sun block in summer times.
 - xii. All necessities as determined at the beginning of every term.
 - xiii. All children's belongings must be clearly marked. The school takes no responsibility for lost items;
 - xiv. the School must be contacted before 8h30 if a child will be absent on a specific date;
 - xv. A formal appointment must be scheduled (in advance) when parents wish to visit the school. No parents are allowed for unscheduled visits during school hours. The teachers work according to a programme, which benefits the children. The teachers will only receive telephone calls between 10h30 and 11h00 and between 13h00 and 14h00. A Parent Day (once a semester) will entitle the parents to visit the school during the course of the specific day. Parents will be notified of these days during school terms;
 - xvi. It is the parent's / guardian's responsibility to fetch the children BEFORE 14h00 every day.
 - xvii. We, as parents, agree that Ezekiel Christian School has a Christian Ethos and agree that our child will be taught of Jesus Christ as Saviour.



PHOTO CONSENT AND RELEASE FORM

Without expectation of compensation or other remuneration, now or in the future, I hereby give my consent to Ezekiel Christian School, its affiliates and agents, to use my image and likeness and/ or any interview statements from me in its publications, advertising or other media activities (including the Internet). This consent includes, but is not limited to:

- Permission to interview, film, photograph, tape, or otherwise make a video reproduction of me and/ or my voice;
- Permission to use my name; and
- Permission to use quotes from the interview(s) (or excerpts of such quotes), the film, photograph(s), tape(s) or reproduction(s) of me, and/ or recording of my voice, in part or whole, in its publications, in newspapers, magazines and other print media, on television, radio and electronic media (including the Internet), in theatrical media and/ or in mailings for educational and awareness.

This consent is given in perpetuity, and does not require prior approval by me.

Name and Surname of learner: _____

The below signed parent or legal guardian of the above named minor child hereby consents to and gives permission to the above on behalf of such minor child.

Signature of Parent or Legal Guardian: _____

Print Name and Surname: _____

DATE: _____

Please make sure that ALL information is completed.



MEDICAL HISTORY

It is mandatory that pupils who show symptoms of communicable diseases be excluded from classes until re-admission is acceptable to the Governing Body of the School.

Your co-operation will be greatly appreciated.

CHILD'S INFORMATION			
Name:			
Date of birth:	ID:	Gender:	
Father's Health: POOR / GOOD / EXCELLENT		If deceased, cause:	
Mother's Health: POOR / GOOD / EXCELLENT		If deceased, cause:	
PAST DECEASED			
If your child has had any of the following, state when he/she had them:			
Mumps:	Diphtheria:	Polio:	
Measles:	Scarlet fever:	Convulsions:	
Whooping Cough:	Heart Decease:	Asthma:	
Chicken Pox	Rheumatic Fever:	Diabetes:	
Hay fever:	Pneumonia:	Discharging ears	
Syphilis:	Gonorrhea:		
Has your child had a skin test for tuberculosis?	Yes	No	Date administered:
Has he / she been associated with a tubercular patient	Yes	No	If yes, when:
Has your child been diagnosed with AIDS / MIV+	Yes	No	When:



RECENT DISABILITIES					
Four or more colds a year	Yes	No	Fainting spells	Yes	No
Hearing difficulty	Yes	No	Frequent sore throat	Yes	No
Abdominal Pains	Yes	No	Tires easily	Yes	No
Poor vision	Yes	No	Shortness of breath	Yes	No
Frequent urination	Yes	No	Frequent leg pains	Yes	No
Allergy	Yes	No	Hernia (rupture)	Yes	No
Dizziness	Yes	No	Persistent Coughs	Yes	No
Frequent styes	Yes	No	Speech difficulty	Yes	No
Ring worm	Yes	No	Nose bleeding	Yes	No
Dental defects	Yes	No	Crippling conditions	Yes	No
Growing pains	Yes	No	Does your child have a disability due to disease or accident	Yes	No
IMMUNIZATION RECORD					
Immunization	Date	Date	Date	Date	Date
DTP					
TD or Tetanus					
Polio Oral					
Measles					
Mumps					
Rubella (German Measles)					
PERSONAL RECORD					
Is he /she shy	Yes	No	Overactive	Yes	No
Bite fingernails	Yes	No	Suck thumb?	Yes	No
Like School	Yes	No	Have excessive fears	Yes	No
Have temper tantrums	Yes	No	Play well with others	Yes	No
Eat breakfast	Yes	No	Other:	Yes	No
When is his/ her regular bedtime:			When is his / her rising time:		
Does he / she have any allergy: Yes / No			What kind of allergy:		
What is the treatment for the allergy:					



REMINDER:

No student will be excused from PE without a written excuse from the parent/ doctor.
Your child **MUST** receive the complete immunisation as stipulated by law. Please attach a copy of his / her immunisation card as well as a copy of his / her birth certificate.

IMPORTANT CONTACT DETAILS

House Doctor Name:	
Telephone Number:	Emergency Number:
Name of contact person in case of emergency:	
Mobile Number:	Work Number:
Home Number:	Alternative Number:
Name: _____ Signature of Father / Guardian: _____	Date:
Name: _____ Signature of Mother / Guardian: _____	Date:
Name: _____ Signature of Principal: _____	Date: