

# Highland Kids-Kleingoes



REGISTRATION 202\_\_

Starting date: \_\_\_\_\_

RE-REGISTRATION 202\_\_

I hereby apply for admission of my child to Highland Kids Nursery School. In the case where parents are divorced, both parents' signatures are required and a copy of the decree of divorce must be attached stating which parent has custody of the child and who is responsible for the payment of all school fees. Both parents/legal guardians will be held jointly and separately liable for any arrear accounts, which includes the event where the person responsible for the account as referred to on page 2 hereof is in arrears with the payment thereof.

Surname		Gender	
Christian names		Half day / Full day	
Name addressed by		Attendances per week	3x 4x 5x
Date of birth		Religion	
ID / Passport no.		Home Language	
Physical address		Postal address	
<b>Medical Information:</b>			
Allergies or any other important medical information Chronic medication:		House Doctor	
		House Doctor tel no.	
		Medical Aid	
		Membership no.	
		Main member	

In case of emergency first contact Father/Parent 1 Mother/ Parent 2  
 If not available contact the following person/s (N.B must reside in Pretoria)

Relationship		Relationship	
Surname		Surname	
Christian names		Christian names	
Name addressed by		Name addressed by	
ID / Passport no.		ID / Passport no.	
Tel no.		Tel no.	
Cell no.		Cell no.	

Persons bringing child to and collecting child from school

Father / Parent 1		Mother / Parent 2	
Surname		Surname	
Christian names		Christian names	
Name addressed by		Name addressed by	
ID / Passport nr.		ID / Passport nr.	
Tel no.		Tel no.	
Cell no.		Cell no.	
Other		Other	
Relationship		Relationship	
Surname		Surname	
Christian names		Christian names	

Name addressed by		Name addressed by	
ID / Passport nr.		ID / Passport nr.	
Tel no.		Tel no.	
Cell no.		Cell no.	

I/we hereby confirm that I/we got the necessary permission from the above persons to give their information to Highland Kids Nursery School. \_\_\_\_\_

Information regarding Parents/Guardians/Persons responsible for school account  
 Complete information for **both parents/ guardians**. If another person is paying the account please complete the last column as well. This person also needs to sign the contract.

	Father/ Guardian	Mother / Guardian	Person responsible for acc. other than father/mother
Surname			
Christian name			
Name addressed by			
Title			
ID / Passport no.			
Physical address			
Postal address			
Tel : House no.			
Work no.			
Cell no.			
Fax no.			
E-mail address			
Employer			
Occupation			

1.Undertaking by parent/ guardian/ person responsible for account

- 1.1 Fees are payable monthly in advance. Yearly increase from 1 March.
- 1.2 I hereby undertake to pay all school fees promptly before or not later than the fifth day of every month.
- 1.3 A fine of R250 per child per month will be levied on late payments.
- 1.4 I am responsible for any outstanding school fees as well as any costs arising from legal action taken against me.
- 1.5 December and January's fees must be paid in full regardless of the number of day's your child attends school.**
- 1.6 NB No reduced fees i.r.o a child/ren who do not attend school for any reason whatsoever.
- 1.7 No reduced fees for children who do not eat food provided by the school.

2. Notice

- 2.1 I undertake to give one **calender month's notice** when my child/ren leave Highland Kids Nursery School.
- 2.2 Notice must be given no later that the last day of the month prior to the notice month.
- 2.3 **November is not accepted as a notice month.**

2.4 Highland Kids Nursery School reserves the right to give parents and their child/ren one month's written notice. See disciplinary policy of Highland Kids Nursery School.

**3. Indemnity:**

3.1 I, the undersigned as parent/guardian of the above child give my permission that he/she may participate in all school activities except the following:\_\_\_\_\_

3.2 I/we accept that within reason precaution will be taken to ensure the safety and well being of my/our child/ren. I/we accept responsibility for payment of any medical and/or hospital accounts which may arise as a result of a medical condition and/or injury.

3.3 I/we declare that in the event of a medical condition and/or accident (fatal or otherwise) of my/our child which might occur whilst being transported or during the practice of school activities I/we will not hold the owner, principal or any member of the personnel, responsible for such incident.

3.4 I/we as parents transfer my/our authority to the owner, principal of the school or the school's representative should my/our child require medical treatment/surgical procedure.

3.5 To the best of my knowledge my/our child is physically able to engage in all activities and is in good health.

**3.6 I/we give permission that in case of an emergency the school may transport my/our child to a medical facility.**

**3.7 I/we hereby give permission that photographs of my child may be published on the website, Face Book or on advertisements for Highland Kids Nursery school: \_\_\_\_\_**

**3.8 I, the undersigned parent/legal guardian acknowledge that in the event of my child taking part in and/or being transported to extramural activities , then I will not be able to hold Highland Kids liable for any injuries or damages.**

**4. Take note of the following:**

4.1 We are a Christian based school. We do not discriminate against other religions.

No child will be excused from any Christian based activities.

**4.2 The school will be closed on Ascension Day which is not a public holiday.**

4.3 If a public holiday falls on a Tuesday or Thursday the school will be closed on the Monday or Friday.

4.4 I/we as parent / guardian acknowledge the disciplinary policy of Highland Kids Nursery school.

4.5 I /we acknowledge the guidelines of Highland Kids Nursery school.

4.6 Reports are sent out electronically 2 x per year providing fees are up to date.

4.7 I acknowledge that livestreaming takes place at Highland Kids but only management staff have access.

4.8 Please ensure all your child's belongings are clearly marked.

**5. Protection of personal information:**

**5.1 According to the POPI (Protection of Personal Information) law that was passed we are required to carry out the following:**

5.2 We may not supply any parent and child's number, e-mail addresses or any personal information.

5.3 By law we are not allowed to play back any camera footage to parents

**6. Signing of document**

6.1 I /we hereby confirm my/our competency to sign this indemnity, permission and information document.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

Name and surname

Signature

\_\_\_\_\_  
Father / Parent 1 / Guardian

\_\_\_\_\_  
Father / Parent 1 / Guardian

\_\_\_\_\_  
Mother / Parent 2 / Guardian

\_\_\_\_\_  
Mother / Parent 2 / Guardian

\_\_\_\_\_  
Person responsible for account

\_\_\_\_\_  
Person responsible for account

**For office use only**

Date registration paid: \_\_\_\_\_

Receipt no.

Other:

Amount: \_\_\_\_\_

Start date: \_\_\_\_\_

Date left school : \_\_\_\_\_

Copy of ID / Passport document of father / parent 1

Copy of ID / Passport document of mother / parent 2

Copy of ID / Passport document of person responsible for the account

School address: 69 Leander Road, Olympus, Pretoria