



Lynnwood Ridge Primary School

Halepensis Street, Lynnwood Ridge, P.O. Box 74075, Lynnwood Ridge, 0040

Tel: 012 348 1365 Fax 012 348 7442

EMIS: 700210898

GRADES 1 2021 – INFORMATION FORM

Application Period: Thursday, 25 June 2020 – Saturday, 25 July 2020

All applicants must apply online, www.gdeadmissions.gov.za from 08:00 on Thursday, 25 June 2020.

Applicants also need to complete and submit, via email (admissions@lrpschool.co.za) the attached forms with all the supporting documentation within 7 days of online application. **(Incomplete documents will not be accepted.)**

Document Pack: INFORMATION FORM, STATUTORY OBLIGATION/UNDERTAKING TO PAY FEES and the STATEMENT OF ACKNOWLEDGEMENT must be completed in full. **(Information must be completed in as clearly as possible, particularly phone numbers and email addresses).**

1. **The following documentation must be attached to the abovementioned forms :**

- 1.1 Certified copy of learner's **birth certificate** (Passport if foreign learner, see item 1.7 below).
- 1.2 Certified **immunisation certificate / records**.
- 1.3 Certified copy of learner's **latest 2020 grade R report**.
- 1.4 Certified **proof of residence** in the legal guardians name ie **ORIGINAL CURRENT** lights and water account or Bank Statement with proof of address and **ORIGINAL lease agreement** - subletting is not considered as proof of residence. **Offer to Purchase with conditions met.** (Fica compliant)(See Important Notes below).
- 1.5 Certified copy of BOTH **parents' / guardians' / custodians' Identity Documents**, *irrespective of living arrangements*. In the case of divorce and joint custody, both parents must sign the information form.
- 1.6 Certified **proof of working address**: letter from employer stating parent/guardian is permanently employed at the given address.
- 1.7 **If not a SA Citizen**: certified passport and **study visa of the learner**. **Both parents' Passports with Work Visa / Temporary Residence Visa / Permanent Residence Permit** (see Appendix A).

Important Notes:

- ❖ **Your application will ONLY be considered if ALL the relevant documentation has been received.**
- ❖ Only learners who live with **their parents / legal guardians** in dwellings owned or rented by them, will be considered. Subletting is not considered as proof of residence. If the applicant does not own or rent own accommodation eg is residing with a relative / friend, the relative / friend providing shelter must provide :
 - ✓ . a **Sworn Affidavit** stating that you and your child live permanently at the said address (your and your child's Identity Numbers must appear in the statement)
 - ✓ . a **Bank Statement** with proof of address
 - ✓ . **the home owner's** CURRENT lights and water account
 - ✓ . certified **the home owner's** Identity Document.
- ❖ **Water Safety:** As swimming forms part of our Physical Education curriculum it is Parents responsibility to ensure that your child is water safe before coming to our school.

2. The school will not be held responsible for forms sent by post or not timeously received.
3. **LRPS is a FEE-PAYING** school and that **it is imperative** that you honour your financial commitment to the School.

If you have any questions or queries, please contact Mrs Venkatas on 012 348 1365 or via email: kalay.venkatas@lrpschool.co.za.

Yours sincerely

MRS A E HARRIS
Principal



Lynnwood Ridge Primary School

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Appendix A – Grade 1 - 7

2021 SCHOOL FEES

Please be guided by the 2020 School Fees; **Grades 1 – 7: R 21 850.00** per annum per learner, **excluding stationery**. The increased 2021 fees are subject to budgetary requirements and approval by the parents at the Parents' Annual Budget Meeting scheduled for October 2020, date to be confirmed.

AFTER SCHOOL CENTRE (ASC)

Please be guided by the 2020 fee which is R7 800.00 per child per annum. **A pre-payment of R780.00** per child is payable upon acceptance to secure your child's place and will form part of the 2021 ASC fees. The registration fee is not refundable if you do not inform us that your child will not attend the ASC in 2021. The ASC has limited space and Parents need to apply every year. **The registration fee must be paid in advance for each applicant.**

GRADE 1 – 7 STATIONERY

The fee for stationery in 2020 was R600.00.00. The increased fees are subject to budgetary requirements and approval by the Parents Annual Budget Meeting scheduled in October 2020, date to be confirmed.

FEEDER ZONE

Area : Brummeria (South of N4), Die Wilgers, Equestria (South of Stellenberg Rd), Faerie Glen, Lydiana (South of N4), Lynnwood Glen, Lynnwood Manor, Lynnwood Ridge, Murrayfield (South of N4), Wapadrand, Val de Grace (South of N4).

ADMISSION REQUIREMENTS

- Admission may be granted to learners of parents residing in the defined feeder zone (residing implies ownership of a dwelling or leasehold or rental thereof) subject to availability of classroom space
- **Foreign Learners** : In accordance with the Immigration Act, Act 13 of 2002, Sections 13 Study Visa, Sections 23 Asylum Transit Visa and Sections 25 Permanent Residence Permits. Immigrant Regulations (GG 37679 dated 22/05/2014) learners who are non-South African citizens **must be in possession of a valid Study Visa**.
- **Water Safety**: As swimming forms part of our Physical Education curriculum all learners must be water safe.

DEFINITION OF A "PARENT "

A "parent "is the biological parent or the legal guardian of a learner, or
A "parent "is a person legally entitled to the custody of a learner.

The school will require a copy of the documents (**Court Order or letter from Social Services**) conferring guardianship or custody of the learner to a person other than the biological parents as proof of legal rights to fulfil the obligation of Parents / Guardians, if applicable.

BASELINE ASSESSMENT

GRADES 1-7:

Applicants may undergo a baseline assessment after admission to determine the entry level of the learners, thereby ensuring a fair distribution of abilities within the grade.



Lynnwood Ridge Primary School

2021 Documentation Check List

I, _____ parent /guardian of _____, applying for Grade _____ in 2021, am aware that Lynnwood Ridge Primary School is an English medium, fee paying school.

	INFORMATION / DOCUMENTATION REQUIRED FOR APPLICATION <i>(All copies must be certified)</i>	Parent, Please tick	OFFICE USE	COMMENTS
1	Birth Certificate			
2	Valid Passports (Learner and Parents)(if applicable)			
3	Valid Study Visa / proof of application and Parent's Visas (if applicable)			
4	Learner's up to date Immunisation Card			
5	Mother's ID (even if divorced, separated or not living together)			
6	Father's ID (even if divorced, separated or not living together)			
7	Divorced Parents must attach legal documentation of parent liable for school fees (according to Divorce Agreement and Maintenance Order)			
8	Legal Guardians must submit all legal documentation (not an affidavit) authorising guardianship (letter from Social Services or Court Order)			
9	Parent/s Death Certificate (if applicable)			
10	Lease agreement in your name (must be valid for 2021) (FICA) Offer to Purchase with conditions met			
11	Current Water & Lights Account /Bank Statement reflecting Proof of home address (FICA)			
12	Proof of work address			
13	Learner's most recent School Report			
14	First Additional Language letter signed			
15	Statement of Acknowledgement			

Name: _____ Signed: _____

Date: _____



APPLICATION FOR ADMISSION - 2021

PLEASE COMPLETE WITH A BLACK PEN

DO YOU HAVE ANY LEARNERS CURRENTLY/PREVIOUSLY IN THIS SCHOOL? Yes No

Name of other learner(s) : _____



DATE: 23 JUN 2020

LEARNER INFORMATION

LEARNER

Full names: _____

Surname: _____

Preferred name: _____

Date of birth: _____

ID number: _____

Nationality: RSA Other: _____

Religious denomination: _____

Gender: Male Female

Ethnic group: _____

Home language: Afrikaans English Other: _____

Learner's language preference: Afrikaans English
 Other: _____

Learner mobile number: _____

Learner e-mail address: _____

Admission date: _____

Grade in 2021 : _____

Years in grade for 2021 : _____

Years in phase for 2021 : _____

Pre-primary education attended: Formal Informal
 Other: _____

Registered for social grant: Yes No

Receives social grant: Yes No

Benefit from school nutrition programme: Yes No

Learner resides in a hostel: Yes No

Name of hostel: _____

Method of transport: Private Taxi Bus

Taxi/Bus registration number: _____

Name of driver: _____

Contact number: _____

NEXT OF KIN INFORMATION

Name: _____

Contact number: _____

Alternative contact number: _____

Relation: _____

OFFICE USE ONLY

Family code: _____ Waiting list: A B

Register class: _____ Number on waiting list: _____

Admission number: _____ ID copy:

Transfer card:

Report card:

Birth certificate:

FAMILY INFORMATION

Family status: Both parents Single parent - Unmarried

Foster care Childrens home Single parent - Divorced

Other Re-composed Widow/Widower

Parents deceased: Mother Father None

LEARNER HEALTH INFORMATION

Chronic diseases: _____

Allergies: _____

Medication: _____

MEDICAL AID INFORMATION

Name: _____

Telephone number: _____

Member number: _____

Primary member: _____

FAMILY DOCTOR INFORMATION

Name: _____

Telephone number: _____

Business address: _____

INFORMATION OF PREVIOUS SCHOOL/PLAY GROUP/NURSERY

First registration of learner in Gauteng : Yes No

Learner attended school last year: Yes No

If yes, in which Province/Country: _____

Previous school: _____

Telephone Number: _____

Address: _____

Province: _____

Highest grade in previous school: _____

Reason for leaving the school: _____

BIOLOGICAL PARENT / LEGAL GUARDIAN 1 INFORMATION

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Home language: Afrikaans English Other: _____

Communication preference: SMS E-mail
 Mail By hand

Language preference: _____

Mobile number: _____

Home tel: _____

Fax: _____

E-mail: _____

Residential address: _____

Postal address: _____

Occupation status: Own Employer Non-Professional
 Own Employer Professional
 House wife Part time
 Contract worker Pensioner
 Student Temporary
 Full time Unemployed

Occupation: _____

Employer: _____

Work telephone number: _____

Employer physical address: _____

Is the learner living with this parent?: Yes No

BIOLOGICAL PARENT / LEGAL GUARDIAN 2 INFORMATION

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Home language: Afrikaans English Other: _____

Communication preference: SMS E-mail
 Mail By hand

Language preference: _____

Mobile number: _____

Home tel: _____

Fax: _____

E-mail: _____

Residential address: _____

Postal address: _____

Occupation status: Own Employer Non-Professional
 Own Employer Professional
 House wife Part time
 Contract worker Pensioner
 Student Temporary
 Full time Unemployed

Occupation: _____

Employer: _____

Work telephone number: _____

Employer physical address: _____

Is the learner living with this parent?: Yes No

DECLARATION BY PARENT / GUARDIAN

I, _____ (Name of Parent / Guardian), hereby declare that the information supplied in this form is true and just and that I, by way of my signature hereunder, authorise the Chairperson of the School Governing Body or his/her representative to control and confirm any of the details supplied. I am aware that should any information supplied be found not to be true, I may be liable to a criminal offence.

Signed at _____ on _____ day of _____ 2020.

Signature of Parent / Guardian: _____

ACCOUNTABLE PERSON'S INFORMATION Biological Parent 1 Biological Parent 2 Other

Only if 'Other', please complete section A or B below:

A) INDIVIDUAL

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Home language: Afrikaans English Other: _____

Communication preference: SMS E-mail
 Mail By hand

Language preference: _____

Mobile number: _____

Telephone number: _____

Fax number: _____

E-mail: _____

Residential address: _____

Postal address: _____

Postal Code: _____

B) COMPANY / CLOSED CORPORATION / TRUST

Title: _____

Name: _____

Registration number: _____

Language preference: _____

Contact number: _____

Fax number: _____

Business address: _____

Postal address: _____

Postal Code: _____

CONTRACT WITH SCHOOL WITH REGARDS TO PAYMENT

Agreement between Lynnwood Ridge Primary School and _____ (Name of parent / guardian) with regards to the payment of school fees.

1. Lynnwood Ridge Primary School is a Section 21 Public School and may raise school fees in terms of the South African School Act (Act No. 84 of 1996) and the National Educating Policy Act (Act No. 27 of 1996) - National norms and standards of School Funding.
2. As a parent/guardian you are liable to pay school fees determined in terms of Section 39 of the South African Schools Act, unless or to the extent that you have been exempted from payment in terms of the said Act.
3. Even though a court has determined that another person is liable to pay the prescribed school fees, as may be included in divorce settlements orders, and / or any other appropriate court order, it remains the responsibility of all persons who meet the definition of "parent" in the South African Schools Act, to pay school fees and all "parents" are jointly and severally liable for the payment of all school fees that are charged or will be charged by the school in respect of a particular learner.
4. Payment of school fees to Lynnwood Ridge Primary School will be made as follows:
(Please tick the applicable block with a cross)
 - A Full payment (Once-off) on or before the last date as determined during the annual parent meeting.
 - B Payment over 10 months.
 - C Alternative arrangements will be made with the School in writing at my own responsibility and initiative.
5. I / We are aware of the application process for exemption of school fees for 2021 and if exemption is required, we will complete the relevant application form.
6. Should you wish to appeal against a decision of the Governing body regarding the exemption from payment of school fees, you can do so at the Head of Department from the Department of Education who will at all times ensure compliance to the mentioned Acts and are obliged to follow proper legal procedures to protect the rights of both you as a parent and that of the School Governing Body.
7. Should payments of school fees be in arrears, I shall be accountable for the payment of fees that may arise in the effort to collect the fees on an attorney and client scale.
8. I choose the following address as my *domicilium citandi et executandi* for delivery or serving of any notices or pleadings.
Residential address (Not a postal address):

9. I / We the parents / guardian of _____ undertake to honour the agreement as set out above.

Signature of Parent / Guardian: _____ Date: _____

PERMISSION / CONSENT TO TAKE PART IN ALL ORGANISED ACADEMIC, SPORT AND CULTURE ACTIVITIES

1. I, parent / guardian of _____ hereby give permission that he / she may participate in all academic, sport and culture activities presented by the school in an organised manner. To participate in tests conducted by the school support team with the object of improvement in school work and to identify other problems.
2. I grant permission that my child may be transported by a public bus company approved by the school management. If there is only a small group of learners that needs to be transported, parents / teachers with valid drivers licences may be asked to transport them.
3. I accept that all reasonable precautions will be taken for the safety and wellbeing of my child and that I will be held responsible for the payment of the medical and / or hospital fees if enforced upon, in case of an injury which cannot be ascribed to the responsible personnel's coarse negligence.
4. I hereby delegate my powers as parent / guardian to the Principal of the school or representative if medical or surgical treatment may be needed for my child. As far as I know, he / she is physically able to participate in any organised activities and he / she resides in good health.
5. I confirm that all medical information supplied in the Learner Information section of this form is accurate and complete. This information may be used in case of an emergency.
6. I undertake to inform the school if any of the above information may change.
7. I undertake to support my child to obey the Code of Conduct and the disciplinary system of Lynnwood Ridge Primary School as included in the Policy of the school.
8. I hereby confirm that the school is allowed to use imagery of my child in any publication, in any format.

Signature of Parent / Guardian: _____ Date: _____



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2020

Dear Parent/Guardian

- The language of learning and teaching (LOLT) at Lynnwood Ridge Primary is **ENGLISH**.
- According to the CAPS Policy, children also learn another language, termed the '**First Additional Language**' (FAL).
- At Lynnwood Ridge Primary Grade 1 learners have the choice of **SEPEDI** or **AFRIKAANS** as a First Additional Language. This means that parents choose either **AFRIKAANS** or **SEPEDI** in Grade 1 and their child continues with that language until Grade 7.
- When entering the School in Grade 2, Grade 3, Grade 4, Grade 5, Grade 6 or Grade 7 in 2021
 - **Only children who have previously been taught SEPEDI**
will be allowed to take Sepedi as a First Additional Language.
 - **Only children who have been taught AFRIKAANS**
will be allowed to take Afrikaans as a First Additional Language.
- Swapping of First Additional Language is neither allowed nor recommended as stated in the school's Language Policy.
- It is not recommended that your child is enrolled at our school if they have not been taught in English as LOLT or our choice of First Additional Language = Afrikaans or Sepedi.
- The School Governing Body and the School Management Team needs your assistance in planning for First Additional Language in 2021. Please indicate clearly the choice for your child with regards to the First Additional Language, based on the above mentioned criteria.

Please indicate your choice of First Additional Language by ticking one of the boxes below.
Thank you for your assistance.

A Harris
Mrs A. Harris
Principal

T. Chiloane
Mr T. Chiloane
Governing Body Chairman

REPLY SLIP – FIRST ADDITIONAL LANGUAGE

Dear Mrs Harris

The First Additional Language choice for my child _____ who will be in Grade ___ is:
(please tick the relevant block)

SEPEDI

OR

AFRIKAANS

Parent/Guardian Name : _____

Parent/Guardian signature : _____ Tel no: _____

**All NON-SOUTH AFRICAN CITIZENS are obligated to complete.
TO BE COMPLETED BY NON-SOUTH AFRICAN CITIZENS ONLY**

All supporting documents must be submitted at the time of application.

Learner Name and Surname: _____ Grade: _____

	LEARNER	PARENT 1	PARENT 2
Names			
Surname			
Country Of Origin			
Passport Number			
Expiry Date Of Passport			
Type Of Visa			
Visa Reference Number			
Expiry Date Of Visa			
Date entered into SA			
Date entered in SA Educational institution			

UNDERTAKING BY PARENTS / LEGAL GUARDIANS TO PAY SCHOOL FEES in terms of the Immigration Act No 13 of 2002, Immigration Regulation dated 22 May 2014 Section 12(1)(h)

1. I / we hereby certify that I / we are the biological / adoptive parents and that I / we have legal custody and / or legal guardianship in respect of the above child.
2. When the above child has provisionally been accepted at Lynnwood Ridge Primary School in Grade _____ for the 2020 academic year, the acceptance is on the condition that the above child obtains an official study visa from the Department of Home Affairs for the duration of his / her studies.
3. In terms of the condition of the study visa, I / we jointly and severally undertake to pay the annual compulsory school fees for the duration of the above learner's studies.
4. In terms of the Immigration Act and the conditions of the study visa, I / we may not apply for the exemption of the payment of school fees. (Permanent Resident and Asylum Permit holders may apply for exemption.)
5. In terms of the Immigration Act and the conditions of the study visa, I / we may not fall in arrears with the school fee account.
6. Should I / we fall in arrears with the payment of school fees the above learner will be in breach of the conditions of his / her study visa and the school will report it to the Department of Home Affairs.
7. This commitment in its entirety will be valid from the day on which I / we sign it to the day on which the learner officially leaves the school.

I / we undertake to adhere to the terms and conditions of this agreement.

PARENT 1: I, PASSPORT NUMBER.....

PARENT 2: I, PASSPORT NUMBER

hereby acknowledge that I / we have read and understood the above terms and conditions of this undertaking.

Signed on this day of 20.....

SIGNATURE: 1 _____

2 _____



Lynnwood Ridge Primary School

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STATUTORY OBLIGATION/UNDERTAKING TO PAY SCHOOL FEES (GRADE 1 – 7 2021)

1. I/We hereby apply to enrol _____ (name of learner) Grade _____ for 2021 as a learner at Lynnwood Ridge Primary School.
2. I/We hereby certify that I/we are the biological/guardian parents and that I/we have legal custody and/or legal guardianship in respect of the above named learner.

3. I/We take note/acknowledge and understand the following:

- a. The COMPULSORY, annual school fees for 2021 will only be finalised by the Parent Budget Meeting which will be held in October 2020. (date to be confirmed)
- b. School fees are charged annually in advance and paid in 10 equal instalments. If any instalment is outstanding by the due date the full outstanding school fee will become due and payable immediately.
- c. The payment options are as follows:

Tick	Option
<input type="checkbox"/>	I/We will pay in full by 31 December 2020 to receive the 10% discount
<input type="checkbox"/>	I/We will pay in full by 31 January 2021 to receive the 5% discount.
<input type="checkbox"/>	I/We will pay in 10 equal instalments. Fees are due by the 07 th of each month commencing in January 2021 and ending in October 2021 OR pro-rata as per the School Fee Structure if accepted during the year.

- d. If school fees are paid in full on or before 31 December 2020 or 31 January 2021 then the discount applicable will be deducted from the annual school fees.
- e. A pre-payment of R3 000.00, which forms part of the total annual school fee, is payable on acceptance and will be credited to your school fee account. The 2021 pre-payment is payable on or before 30 September 2020.
- f. In terms of Section 39 of the South African Schools Act, parents are liable to pay compulsory school Fees. This is a statutory obligation.
- g. In terms of Section 40 and 41 of the South African Schools Act, the school may enforce the payment of these compulsory fees.
- h. In the event of non-payment of the school fees the school will institute legal action against both parents irrespective of maintenance and court orders which may exist between the parties.
- i. Biological/Guardian parents are jointly and severally liable for the payment of the school fees irrespective of their marital status.
- j. In the event of the school having to take legal action for the recovery of school fee, all legal costs, including attorney/client fees and collection costs incurred by the school will be charged to the parents' account.
- k. I/We have been informed that if I/We are unable to pay school fees I/We may apply for exemption of these fees. I/We take note, acknowledge and understand the following:

I/We will apply for an exemption if needed, in terms of the Immigration Act foreign learners may not apply for exemption except for Permanent Resident and Asylum Permit holders. I/We will collect the forms from the Finance Office during the first week of school if the learner is admitted at the start of the year or as required during the year. I/We will return the forms within the stipulated time frame. I/We am/are aware that exemption must be re-applied for annually. (Annexure A over the page must be completed by all SA Citizens, Permanent Resident and Asylum Permit holders.)
Signed : _____

- l. LRPS reserves the right to do any background checks on all applicants. If Parents fail to meet their school fee obligations the school may record the Parent/s non-performance with a credit bureau.
4. I/We undertake to give a month's notice in writing of any intention to remove my/our child from the school and furthermore to return any books and/or equipment belonging to the school which our child may have. I/We are aware that a month's school fees will be charged regardless of which day in the month is the child's last day.
5. *Unless you instruct the School expressly and in writing to the contrary, your consent is given for the School to:*
- collect, store and process information about you and any Third Party or divorced or separated Parent responsible for payment of any or all amounts owing in school fees;*
 - collect, store and process names, contact details and information relating to yourself and your Child, and to such information being made available to, staff or responsible persons engaged or authorised by the School for School-related purposes to the extent required for the purpose of managing relationships between the School, parents/guardians, and current learners.*
6. The signatory/ries hereto hereby choose/s domicillium citandi et executandi as indicated below. In the event of a change of address, parents are to notify the school in writing.

ADDRESS: The signatory/ries hereto hereby choose/s domicillium citandi et executandi (official residential address) as:

7. The above is valid from the day on which it is signed by the parents/guardians to the day on which the learner officially leaves the school.

DECLARATION: PARENT/S

I/We, _____ hereby declare that the information which I/We have recorded in this form is true and correct and by my/our signature below, I/We give the Chairman of the School Governing Body or his designate, permission to check and confirm any of the details or documents given by me/us. I/We understand that should any of the information supplied by me/us is found to be false; action may be taken against me/us.

Signed on this _____ day of _____ 20_____

SIGNATURE PARENT 1 : _____ PARENT 2 : _____

SOUTH AFRICAN SCHOOLS ACT, NO. 84 OF 1996
REGULATIONS FOR THE EXEMPTION OF PARENTS FROM PAYMENT
OF SCHOOL FEES

CHECKLIST FORM

(Mark with a cross in applicable box.)

- | | | | |
|---|---|-----|----|
| 1. Has the principal or school informed you about the amount of the annual school fees to be paid per child? | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 2. Has the principal or school informed you that you are liable for the payment of school fees unless you are totally exempted from paying school fees? (Exemption not applicable for Grade R) | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 3. Has the principal or school informed you about your right to apply for exemption from paying school fees? (<i>Foreign learners may not apply for exemption except for Permanent Residence and Asylum Permit holders.</i>) | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 4. Do you wish to apply for such exemption? (<i>If Yes, please collect the Exemption Form, Annexure B, from the Finance Office during the first week if admitted at the start of school year or as required during the year.</i>) | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 5. I acknowledge that I must apply for exemption annually. | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 6. Do you wish to be assisted in making such application? | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 7. I am aware that this is <u>NOT</u> an Exemption Form and that should I wish to apply, I will comply with Item 4 above. | <table border="1" style="width: 100%; height: 30px; border-collapse: collapse;"> <tr> <td style="width: 50%; text-align: center;">YES</td> <td style="width: 50%; text-align: center;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |

Name of Principal: **Mrs AE Harris** Signature: *AE Harris* Date: _____

Name of Parent: _____ Signature: _____

Date: _____

Name of Child: _____ Grade in which to be admitted: Grade _____

If already at Lynnwood Ridge Primary School Grade _____ Class _____

School Stamp:



Lynnwood Ridge Primary School

Halepensis Street, Lynnwood Ridge, P.O. Box 74075, Lynnwood Ridge, 0040

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EMIS: 700210898

STATEMENT OF ACKNOWLEDGEMENT re ACCESS TO SCHOOL PREMISES AND LEARNER RELEASE POLICY

I/we _____ (please **print**) PARENT/S /

GUARDIAN/S of the following learner /s : _____ in Grade/s

_____ hereby acknowledge that I have read and understood the following:

I am aware that the official school hours are from **07:30 - 13:45 Monday** through to **Friday**. (Excluding all Holidays)

- I am aware that the school has a recognised After School Centre and that the hours of that facility are from **13:45 - 17:30 Monday** through to **Friday** (Excluding all Holidays). **(Gr R – 7) for which fees are payable.**
- **If I do not make use of, and pay for, the After School Centre my child/ren will be collected by 14:00 or immediately after his/her extramural activities according to the extramural timetable, by myself or by the person/s authorised by me.**
- I will ensure that, my child/ren is/are collected punctually after the various school tours, outings and other trips.
- I am aware, and I will ensure, that anybody other than a parent, collecting a child/ren may be asked for valid identification and failure by that person to produce a valid identification may lead to the school refusing to allow the child/ren to accompany such person.
- I am aware that Lynnwood Ridge Primary School will do everything in their power to ensure the safety of my child/ren; however the school cannot be expected to take responsibility for learners who leave the School premises unaccompanied or who are not registered with the Lynnwood Ridge Primary School After School Centre.
- I am aware that Lynnwood Ridge Primary School requires that each learner is collected inside the school grounds. Any other arrangements will not be sanctioned by School Management.
- I am aware that I am required to inform Lynnwood Ridge Primary School of any information that may pertain to the safety of my child/ren. This will include domestic incidents involving custody issues.
- **I am aware that I must give prior written notification, addressed to the Principal, requesting the release of my child/ren during official school hours stating the reason for release, time by which the child/ren will be collected and who will be collecting the child/ren even if I, the parent / guardian / care-giver, am collecting the child/ren.**
- I, the abovementioned person, authorise the Principal or his/her designate, in the interests of my child/ren's safety, to question any person. The Principal or designee may at their discretion refuse any person access to my child/ren until such time that I or any person listed has authorised the release.

Signed on the _____ day of the month of _____ 20_____

SIGNATURE: _____ FULL NAMES: _____
Parent / Guardian (Please Print)

SIGNATURE: _____ FULL NAMES: _____
Parent / Guardian (Please Print)