



St Gregory Primary School

036-835-NPO

Tel: 036 352 6637/ 1114
Email: office@stgregory.co.za

99 Victoria Street, Estcourt, KZN
Website: www.stgregory.co.za

APPLICATION FOR NEW LEARNERS

Dear Prospective Parents/Guardians

We welcome you today and appreciate you considering St Gregory Primary School as the next step in your child's education.

Application forms are to be completed and returned to the secretary at the school office together with the copies of the documents required, as listed below in the check list.

St Gregory Primary School, in line with POPIA (Protection of Personal Information Act) will attempt to ensure the confidentiality of all applicants for enrolment of learners at our school. All reasonable measures will be in place to protect personal information. By submitting your application, you are recognising and accepting this disclaimer.

Please see as follows the Application Check List:

1	Learner's and Parents' Personal Details & General Information	
2	Application For Admission Confidential Report	
3	Application Consent Form	
4	Learner's Birth Certificate	
5	Learner's Latest School Report	
6	Copy of any previous Assessments (e.g. Remedial, Speech & Language, O.T.) – if applicable	
7	ID Size Photo of the Learner	
8	Copy of the Learner's Immunization Card	
9	Copy of the parent's ID / SAPS Affidavit if not parent	
10	Copy of the Salary Advice for the Person Responsible for the School Fees	
11	Proof of Residence	

When all the necessary documentation has been processed, you will be contacted to bring your child for an interview with the class teacher and/or Head of Department.

After acceptance to the school, you will also need to complete and sign the following documents:

- Enrolment Agreement
- Agreement to pay School Fees
- General Indemnity
- Code of Conduct

A **NON-REFUNDABLE** registration fee of **R1000** is payable on acceptance/registration of the learner. This payment should accompany the enrolment agreement.

The following document must be submitted to St Gregory Primary School on your child's first day of attendance.

- Transfer Card (Grade 1 – 7)
This will be issued to your child upon leaving their current school.

I wish you and your child/ward the best St Gregory Primary School has to offer and trust that your association with the school will be long and fulfilling.

Thank you

Mr D Diedrick
Principal



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APPLICATION CONSENT FORM

Name of Child: _____

By completing this application, I/we acknowledge that my/our child/ward's acceptance into St Gregory Primary School is solely at the absolute discretion of the school and amongst other things is conditional upon:

- There being sufficient space;
- My/our child/ward passing any required entrance assessments and any other entrance criteria;
- Me/us signing the school's Admission Agreement as presented to us entering into a contract with the school and timeously paying the non-refundable Registration Fee;
- The school assessing my/our creditworthiness to its satisfaction; and
- The school assessing my child's academic, behaviour and other assessment criteria

I/We, the undersigned, hereby give my/our consent for St Gregory Primary School to conduct credit checks and acquire such other information as may be necessary to assess my/our credit worthiness. This may involve information being requested from any registered credit bureau in order to conduct a credit assessment or affordability assessment.

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Signatures of Parents

Father's Full Name

Mother's Full Name

Guardian's Full Name

Signature

Signature

Signature

Date

Date

Date



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LEARNER'S AND PARENTS' PERSONAL DETAILS & GENERAL INFORMATION:

Grade applying for: _____ Year of Application: _____

1. Learner's Personal Details:

Surname: _____
First Names: _____
(in same order as on the birth certificate)
Date of Birth: _____ Gender: _____
ID Number: _____ Citizenship: _____
(or Passport number if not a RSA Citizen)
Who does the Learner Live with: _____ Home Language: _____
Home Address: _____

2. Parents' Personal Details:

Father's Details

Responsible for Fees: YES / NO

Surname: _____ Title: _____
First Names: _____ Initials: _____
(in same order as on the birth certificate)
ID Number: _____ Marital Status: _____
(or Passport number if not a RSA Citizen)
Cell Number: _____ Home Number: _____
Employer: _____ Occupation: _____
Work Number: _____ Email: _____
Home Address: _____
Postal Address: _____

Mother's Details

Responsible for Fees: YES / NO

Surname: _____ Title: _____
First Names: _____ Initials: _____
(in same order as on the birth certificate)
ID Number: _____ Marital Status: _____
(or Passport number if not a RSA Citizen)
Cell Number: _____ Home Number: _____
Employer: _____ Occupation: _____
Work Number: _____ Email: _____
Home Address: _____
Postal Address: _____

Guardian's Details

Responsible for Fees: YES / NO

Surname: _____ Title: _____
First Names: _____ Initials: _____
(in same order as on the birth certificate)
ID Number: _____ Relationship to learner: _____
(or Passport number if not a RSA Citizen)
Cell Number: _____ Home Number: _____
Employer: _____ Occupation: _____
Work Number: _____ Email: _____



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3. General Information

Do you have other children at St Gregory Primary School? _____

If yes, please state the names and grades: _____

Who will supervise your child's homework every day and sign the homework book? _____

How will your child / ward get to and from school? _____

4. Previous School Information

Previous School: _____

School's Contact Number: _____

School's Address: _____

Highest Grade Passed: _____

Has your child ever repeated a grade at school? YES / NO

If yes, which Grade: _____ Reason? _____

Has your child ever experienced learning difficulties of any kind? YES / NO

If yes, please give details: _____

Has your child been academically / physically / psychologically assessed by a professional: YES / NO

If yes, please give details: _____

According to my knowledge the information supplied in sections 1 to 4 above is correct.

Signatures of Parents

Father's Full Name

Mother's Full Name

Guardian's Full Name

Signature

Signature

Signature

Date

Date

Date



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APPLICATION FOR ADMISSION - CONFIDENTIAL REPORT

(SECTION A to be completed by **Parent** and then handed to the Learner's current school,
(SECTION B to be completed by the **Principal or Bursar** and returned to St Gregory Primary School)

SECTION A

Name of Learner: _____ Grade: _____

Current School: _____

Contact Person: _____

Contact Numbers: Tel: _____

E-mail: _____

Contact Details for Responsible Parents:

Mother: Name: _____

Tel: _____

E-mail: _____

Father: Name: _____

Tel: _____

E-mail: _____

Guardian: Name: _____

Tel: _____

E-mail: _____

SECTION B

1. ACADEMIC:

Does the learner's academic performance reflect his / her capability?	YES / NO
Where does the learner's academic results fall in his / her grade?	TOP / MIDDLE / BOTTOM
Please confirm which languages the learner has studied	ENGLISH / AFRIKAANS / ISIZULU
Has the learner been referred for academic assessment?	YES / NO
The learner has been / is receiving remedial or academic support	YES / NO
Is the learner currently taking medication to assist with concentration?	YES / NO

2. INVOLVEMENT IN SCHOOL ACTIVITIES:

Please rate the learner on the scales of 1 to 5 (1 = Very Weak and 5 = Excellent)

Sport	
Cultural Activities	
Attendance at School	



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3. GENERAL INFORMATION:

Were the learner's parents involved in and / or supportive of school functions? YES / NO

If yes, please specify: _____

What are the annual school fees? _____

Are the current fees up to date? YES / NO If NO, balance outstanding? _____

Does the learner receive financial assistance? YES / NO

Have you experienced difficulties with School Fee Collection YES / NO

We would appreciate any additional comments that might assist us in the selection programme:

4. DISCIPLINE:

Has any disciplinary action been taken against the learner YES / NO

If Yes, please advise: _____

Has the learner ever been suspended or expelled? YES / NO

If Yes, please advise: _____

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Thank you very much for completing this form.

Signature

Full Name

Designation

Date



SCHOOL STAMP