



34 Bickel Street, Horizon

Roodepoort, 1724

www.kittypre-primary.co.za

kittyadmin@kittypre-primary.co.za

Tel: 011-760-2997 Fax: 086-661-6811

Enrolment Form

Child Details

Surname _____

First Name/s _____

Date of Birth _____ Boy _____ Girl _____

Previous School Attended _____ Phone _____

Owner / Principal Name _____

Parents Details

Initials & Surname _____

Home Address _____

Home Phone No. _____

Home Language _____ Does your child speak or understand English Yes / No

Father's Name _____ ID Number _____

Father's Occupation _____ Work Tel _____

Father's Cell No _____ Email Addr _____

Mother's Name _____ ID Number _____

Mother's Occupation _____ Work Tel _____

Mother's Cell No. _____ Email Addr _____

Marital Status Married _____ Divorced _____ Not married _____

Please print clearly - Names, contact details and email addresses. (This is critical in case of emergencies)

No of children in family _____ Ages _____

Position of child in family: (Please Circle) 1 2 3 4 (1 = oldest)

Is this child: (Tick) Own _____ Step Child _____ Adopted _____ Fostered _____ Grandchild _____

Has your child lost a parent or sibling due to death? Yes / No

Alternative Contact Person (If parents cannot be reached)

Name & Surname _____

Relationship _____

Phone Number _____ Cell Number _____

Email Address _____

Medical Details

Allergies _____

Serious illnesses e.g. Diabetes, Epilepsy, etc. _____

Hereditary illnesses _____

Birth History

Weight at birth _____

Any complications during or after birth _____

Is there anything else you would like us to know about your child? _____

We / I, the Father / and or the Mother / or the Guardian of the child enrolled and attending Kitty Pre-Primary School do hereby agree and accept the Kitty Pre-Primary School Indemnity, Rules, Regulations and conditions as stated below.

1. To acknowledge and abide by the rules and regulations of Kitty Pre-Primary Nursery School (page 3).
2. That I/We understand that the rules and regulations are subject to change.
3. **To pay the fees in advance by the 3rd of each month. Children will not be allowed to attend school unless fees are paid before or by the 3rd of each month.**
4. That the staff will endeavor, to the best of their ability, to take care of my/our child/children. Kitty Pre-Primary and Nursery School cannot be held responsible should any injury or accident occur in any form whilst my/our child/children are in the care of Kitty Pre-Primary School staff.
5. To waive any claims in our personal capacity as parents or guardians to the child/children, and to expressly exempt the person in charge, of any such claim.
6. To ensure that my/our child/children have all the necessary immunization and to supply documentary proof thereof.
7. That in an emergency the person in charge may sign for my/our child/children to receive anesthetic and any lifesaving operation or medical treatment as deemed necessary by a medical practitioner in attendance.
8. That the person in charge may in an emergency transport my/our child/children to the nearest Medical Facility or to the NETCARE EMERGENCY UNIT. I will then be informed and may go directly there.

Signed at _____ on this _____ day of _____ 20____

Father/Guardian: _____ Mother/Guardian: _____

I/We declare that I/We have read and understand the above Indemnity, Rules, Regulations and Conditions.

Kitty Pre-Primary & Nursery School Rules and Regulations

We / I, the Father and / or Mother and or / Guardian of the child attending School do hereby agree and accept the following.

- School times are strictly 6:30 a.m. to 6:00 p.m. from Monday to Friday.
- The school is open every weekday except public holidays, Kitty Cat Nap Days and our annual December shut down which is approximately 17 working days.
- **Fees are R2170 per month for 12 months of the year - 2020**
- **Fees to be paid in advance by the 3rd of each month. Children will not be allowed to attend school unless fees are paid before or by the 3rd of each month. We are a member of a Debt Collection Company. In the event of you failing to pay school fees you will be handed over and duly blacklisted.**
- **Notice Period - One term's notice (3 months paid notice) in writing is required. No notice will be accepted for the end of October or November.**
- **October November and December fees are payable.**
- School fees paid in advance for the year are non-refundable.
- A non-refundable fee of R500 is payable on enrolment.
- All children must be re-registered each year for a certain non-refundable fee.
- R100 Cash stationery fee will be required from each child at beginning of every term. (4 terms)
- R100 Cash Baking fee will be required from each child at beginning of every term. (4 terms)
- A list of toiletries to be provided by each child at the beginning of every term. (4 terms) See last page.
- All meals are to be supplied by the parent or guardian. Healthy nutritious meals.
- Sick children to be kept at home. Please notify the school. Medicine sent to school must be clearly marked.
- Please supply a copy of your child's birth certificate. Please supply a copy of both parents ID.
- No toys are to be brought to school. Only box suitcases 22 cm x 37 cm are allowed. No bags.
- A clearly marked, spare set of clothing is to be sent to school every day.
- Please ensure that the front gate is firmly closed every time you enter or leave the school.
- All children are to be signed in and out on the class list on the class door every day. (security reasons)
- The Kitty office is to be notified of **all** contact detail changes e.g. email, cell, telephone numbers, address.
- All birthday parties are to be discussed with the relevant class teacher before the date of the party.
- Under no circumstances are children allowed to wear chains or necklaces around their necks.
- Reports to be handed out at the end of the First, Second and Fourth Terms. No Reports at the end of the third Term.
- **Please advise the class teacher or the office should someone else other than the usual person, be collecting your child from the school.**
- We have an open-door policy – we are always approachable.
- A signed and accepted Indemnity form to be completed and handed to Kitty Pre-Primary School.
- A signed and accepted Kitty Rules and Regulations to be handed to Kitty Pre-Primary School.
- Should you fail to do so (as per above) the assumption will be made that you accept all the conditions as laid out.

Signed at Roodepoort on this _____ day of _____ 20__

Signature Mother _____ Signature Father _____

Signature Witness _____

I/We declare that I/We have read and understand the above Rules, Regulations and Conditions.

School Fees 2020 - R2170 per month (12 months) - Enrolment Fee: R500.00

Children collected after 18.00 must pay a cash fee of R100 per part of every half hour they are late.
To be paid to Teacher on duty on the day.

Note: All school fee payments may be paid by cash, internet or direct deposits by the 3rd of the month. No cheques.

Banking Details

Acc Name	Kitty School
Bank	FNB
Acc Number	620 125 16491
Branch & Code	Westgate (250841) Please email proof of payment to kittyadmin@kitty-pre-primary.co.za



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Toiletries

Toiletries are due in the first two weeks of each term

Kayla Bear Class	Rainbow Class	Red Class	Yellow Class	Green Class	Blue Class
2x Wet Wipes	3x Wet Wipes	1x Wet Wipes	1x Wet Wipes	1x Wet Wipes	1x Wet Wipes
2x Toilet Rolls	4x Toilet Rolls	6x Toilet Rolls	6x Toilet Rolls	6x Toilet Rolls	6x Toilet Rolls
4x 250g Finger & Marie Biscuits	4x 250g Biscuits	4x 250 Biscuits	4x 250 Biscuits	4x 250 Biscuits	4x 250g Biscuits
2x 200 Tissues	2x 200 Tissues	2x 200 Tissues	2x 200 Tissues	2x 200 Tissues	2x 200 Tissues
				1 x 40G Pritt	1x 40g Pritt

Cash Fee Payment to Class Teacher at the start of each Term (Four Terms)

Stationery / EquipmentR100

Baking.....R100

Total.....R200