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### APPLICATION FORM

DATE OF ENROLMENT: \_\_\_\_\_ e.g. 1 January 2021

WILL YOUR CHILD REMAIN IN THE SCHOOL IN 2021: YES/NO

CHILD'S FULL NAMES: \_\_\_\_\_ GENDER: \_\_\_\_\_

AFTERCARE SERVICES NEEDED? (14h00-17h30): YES/NO IF REQUIRED, HOW MANY DAYS PER WEEK \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ HOME LANGUAGE: \_\_\_\_\_

FULL NAMES & ID NUMBER OF FATHER: \_\_\_\_\_

FULL NAMES & ID NUMBER OF MOTHER: \_\_\_\_\_

RESIDENTIAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

POSTAL ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TELEPHONE NUMBERS:

HOME: \_\_\_\_\_

MOM'S WORK: \_\_\_\_\_

DAD'S WORK: \_\_\_\_\_

MOM'S CELL: \_\_\_\_\_

DAD'S CELL: \_\_\_\_\_

MOM'S E-MAIL ADDRESS: \_\_\_\_\_

DAD'S E-MAIL ADDRESS: \_\_\_\_\_

MOM'S EMPLOYER: \_\_\_\_\_

DAD'S EMPLOYER: \_\_\_\_\_

NEXT OF KIN 1- NAME AND CONTACT NR: \_\_\_\_\_

NEXT OF KIN 2 – NAME AND CONTACT NR: \_\_\_\_\_

DOES YOUR CHILD HAVE ALLERGIES/HEALTH PROBLEMS?  
\_\_\_\_\_

DO YOU GIVE PERMISSION FOR US TO PUBLISH ANY PHOTOS TAKEN OF YOUR CHILD DURING EVENTS AT SCHOOL, ON OUR WEBSITE, FACEBOOK, D6 COMMUNICATOR OR IN OTHER PUBLICATIONS, OR SCHOOL ADVERTISEMENTS? (PLEASE CIRCLE APPROPRIATE OPTION): YES/NO

**IMPORTANT RULES AND REGULATIONS AT THE CENTRE FROM NOV 2020 TO DEC 2021**

- Only children from 12 month to 6 years will be accommodated at the centre.
- Children must arrive at the centre no later than 8am in the morning.
- No breakfast will be kept for children who are running late.
- Children are to be fetched strictly at 2pm. Late collections will result in aftercare fees being charged.
- Children must be collected by 5.30pm in the afternoon, if enrolled for aftercare services. Late collections will result in a penalty fee of R150 being charged.
- Children must have 2 sets of extra clothing, a warm jacket, a set of shoes and a hat. From January 2021 children will be required to send one bottle/tube of sunscreen to school. This will be kept in their school bag.
- Children may NOT bring any toys from home.
- Water bottles may now be sent to school.
- Children on formula milk, may have their bottles sent to school daily.
- Teachers will rinse empty milk bottles but will NOT sterilize bottles after use. This should be done at home.
- NO SWEETS/CAKE/BISCUITS etc. MAY BE SENT TO SCHOOL. THIS WILL HOWEVER BE PERMITTED ON CHILDREN’S BIRTHDAYS.
- The centre will only provide all meals and snacks. See Menu.
- **Fees are strictly payable by the 1<sup>st</sup> of every month. NO EXCEPTION. EFT/CASH/CARD PAYMENTS ACCEPTED.**

SCHOOL FEE TABLE NOV 2020 to DEC 2021	<u>ALL AGES</u>
NON-REFUNDABLE ENROLMENT FEE	R500
Monthly School Day Fees (7h00-14h00)	R2450
Aftercare Fees (14h00-17h30)	R50 per afternoon
<b>FEES ARE PAYABLE OVER 12 MONTHS</b>	

- 7.5% Siblings discount offered monthly, **if school fee account is in good order.**
- A 2 calendar months’ notice of withdrawal is required, should you want to remove your child from the centre.
- **BANK ACCOUNT DETAILS:** Account Name: Cool Winds Pre-Primary School, Bank: Standard Bank, Branch Code: 057525, Account Number: 081817908, Reference: Child’s Name & Surname / KDZ number on your account statement
- All aftercare fees are charged at the end of the month. Billing cycle is from the 21<sup>st</sup> to the 20<sup>th</sup> every month.
- The centre has the right to deny a child access to the school if fees are not paid up to date.
- No refunds/credits are paid out to parents, in any circumstances.
- From 2021, Fees will be payable, in advance, over 12-months. We have put in every effort to keep the 2021 annual fees as close as possible to the 2020 annual fees.
- Existing parents will be liable to pay R250 before October 2021, to secure a space for their child for the following year. This amount will not be refunded under any circumstances. **NOTE THIS IS A CHANGE IN HOW THE PLACEMENT FEE WAS HANDLED IN PREVIOUS YEARS.**
- If children are absent from school, fees are still fully payable.
- Fees are due, owing and payable, notwithstanding periods of closure for circumstances outside of the Centre’s control, including but not limited to public holidays, political unrest, intimidation, outbreak of infectious disease or a threat thereof at the Centre or for any other reason deemed necessary by the Centre for the safety of the learners and staff of the Centre.
- NO CHILD WILL BE PERMITTED TO LEAVE THE SCHOOL IF AN UNAUTHORISED PERSON COLLECTS. Parents need to make sure that the staff member is made aware of the collection arrangements and that the school has a copy of the ID document of the designated person fetching the child.
- Stationery needs to be sent to school in January every year. The list of items to purchase for the following year, are released middle November, annually.
- The Centre is closed during selected dates in the December/January holidays. There will also be a **mid-year break** of 10 days, during the first two weeks of the June/July government school holidays. The school has the right to incorporate any other days on which it will be closed, on the condition that it is communicated to parents at the start of the calendar year.
- NO SICK CHILDREN WILL BE PERMITTED AT SCHOOL.
- SHOULD A CHILD FALL ILL AT THE CENTRE, THE PARENTS WILL BE REQUIRED TO FETCH THE CHILD IMMEDIATELY.
- No Medicine will be administered to a child, if not prescription medicine, labelled with the child’s name & dosage. Prescription may not be older than 6 months.

- **Parents and children will adhere to all protocols, processes and procedures implemented to combat the spread of the COVID-19 virus.**

**INDEMNITY**

Please take note that the registration of the child at the Centre depends on the unconditional acceptance of this indemnity by the parents/guardians. No alterations to this document are allowed.

I/We \_\_\_\_\_ (Father, Full Name & Surname)

\_\_\_\_\_ (Mother, Full Name & Surname)

Parents / guardians of \_\_\_\_\_ (Full Name of Child)

\_\_\_\_\_ (ID of Child)

Hereby grant permission: for him/her to participate in the curricular and extra-curricular activities at the Centre;

- 1.1 for him/her to go on excursions that are necessary in the course of the Centre’s activities;
- 1.2 for the Principal of the Centre or her representatives in case of emergency to transport my/our child mentioned above, to a medical doctor for treatment.
2. That given the prevailing Covid-19 pandemic, I acknowledge and understand the inherent risk of sending my child to school. In attending school and participating in school activities I acknowledge that my child will come into contact with other children and employees of the school and that my child may likely come into contact with persons who have contracted the COVID-19 virus, whether they are symptomatic or asymptomatic. I further acknowledge that, should my child contract the COVID-19 virus, he/she may spread the virus to me or any other person with whom my child comes into contact with. I further acknowledge and understand that if my child or any other person, including myself, contracts the COVID-19 virus, that he/she/they may become seriously ill or die;
3. I/We hereby specifically indemnify and hold Cool Winds Pre-Primary and its staff harmless against any claims of whatsoever nature arising out of the COVID-19 virus or any other emergency, accident, injury, illness, damage or loss.
4. I/We accept that I shall be held responsible for the payment of the medical and/or hospital accounts, where applicable, should any injury or loss be sustained by my/our child.  
I/We cede my/our powers as parents/guardians to the Principal of the Centre or her representative should medical treatment/surgery to my/our child deemed to be necessary.
5. I/We accept that we enter the property at own risk.
- 6.1 I hereby warrant that my child’s general health is good and that there is nothing which renders him/her unfit for participating in all school activities;
- 6.2 I hereby warrant that all relevant information pertaining to my child’s current wellbeing, health and comorbidities has been disclosed to Cool Winds Pre-Primary.

Dated at \_\_\_\_\_ on this the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

FATHER FULL NAMES: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

MOTHER FULL NAMES: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

CENTRE REPRESENTATIVE FULL NAMES: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_