

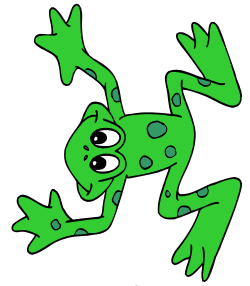
LEAPS & BOUNDS EDUCARE

LOVE

LEARN

LIVE

ENROLMENT FORM



Thank you for enrolling your child in Leaps & Bounds Educare. Below, please find an enrolment form together with an indemnity form, both of which must please be returned. You will also find a list of our Terms and Conditions which must please be read, signed and returned with the enrolment form.

CHILD'S NAME: DATE OF BIRTH:

MOTHER'S NAME: FATHER'S NAME:

MOTHERS ID: FATHER'S ID:

STREET ADDRESS:

POSTAL ADDRESS:

TELEPHONE HOME: WORK (Mom): WORK (Dad):

CELL (Mom): CELL (Dad):

RELIGION: EMAIL:

SISTERS/BROTHERS: AGES:

RELATIVE/FRIEND NAME & NUMBER:

DOCTOR: NUMBER:.....

ADDRESS:

MEDICAL HISTORY / ALLERGIES:

VACCINATIONS UP TO DATE? YES: NO:

NEXT VACCINATION DUE?

FEE OPTION YOU HAVE CHOSEN:

I....., am responsible for payment of all monthly fees. I understand that school fees are payable **in advance**, between the 1st and 7th of each month **OVER 12 MONTHS** and I will pay accordingly.

.....
Full names of parent responsible for fees

.....
Signature

.....
Date

LEAPS AND BOUNDS EDUCARE CENTRE

INDEMNITY FORM

I, THE UNDERSIGNED, ON BEHALF OF MYSELF, MY HEIRS, MY EXECUTORS, MY ADMINISTRATORS, DO HEREBY VOLUNTARY RELEASE; WAIVE; DISCHARGE AND RELINQUISH ANY ACTION OR CAUSE OF ACTION WHICH MAY ARISE IN RESPECT OF ANY PERSONAL INJURY TO, OR LOSS OF, MY CHILD/CHILDREN AND/OR MEMBERS OF MY FAMILY, MYSELF AND/OR IN RESPECT OF DAMAGE TO OR LOSS OF MY PROPERTY AND OF WHICH HEREAFTER MAY BE CAUSED OR ARISE WHILE SUCH PERSONS OR PROPERTY ARE UNDER THE CARE, CONTROL AND/OR SUPERVISION OF MEMBERS, AGENTS, SERVANTS, AND EMPLOYEES OF **LEAPS AND BOUNDS EDUCARE CENTRE** WHENEVER OR HOWEVER SUCH INJURY MAY OCCUR.

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTOOD THE ABOVE AND THAT I AM FULLY AWARE OF THE LEGAL IMPLICATIONS OF SIGNING THIS DOCUMENT.

PARENTS FULL NAMES:

PARENTS SIGNATURE:

DATE:

SCHOOL FEES

ALL SCHOOL FEES ARE PAYABLE MONTHLY, OVER 12 MONTHS, IN ADVANCE,
BETWEEN THE 1ST AND 7TH OF EACH MONTH, REGARDLESS OF JUNE/JULY AND
DECEMBER/JANUARY HOLIDAYS AND/OR ILLNESS

MONTHLY RATES

(FEE INCREASE IN MARCH ANNUALLY)

INCLUDING SCHOOL HOLIDAYS (Closed for last two weeks of December and first two weeks of January)

07h00 – 12h00 = R1850.00 per month* 07h00 – 17h30 = R2150.00 per month**

07h00 – 12h00 = R1700.00 per month if you have 2 children enrolled in the school.*

07h00 – 17h30 = R2000.00 per month if you have 2 children enrolled in the school.**

** Includes lunch and juice*

*** Includes lunch, juice and afternoon sandwiches and juice.*

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Please note:

Enrolment/Admin fee: R 450.00 (includes a school T-shirt) – New Applicants only.

Admin fee: R 250.00 per year for all existing children (includes a school T-shirt).

You can order additional T-shirts for R120.00 each.

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DAILY RATES

07h00 - 17h30 = R120.00

I,, parent of have read and understand the fees and the payment structure.

.....
SIGNATURE OF PARENT RESPONSIBLE FOR PAYMENT

.....
DATE

TERMS & CONDITIONS

- Leaps & Bounds Educare Centre is open to all children between the ages of 12 months and 6 years.
- The school operates on a 12 month basis. Fees are to be paid **IN ADVANCE**, between the 1st and 7th of each month, **REGARDLESS OF SCHOOL HOLIDAYS AND / OR ILLNESS**. Interest will be charged on late fees and fees not paid for two months will result in the child/children not being able to return to school until such time as fees are up to date.
- One month's written notice or one month's fees, **IN ADVANCE**, will be applicable on termination of the Enrolment Contract.
- A cooked lunch will be provided daily. The exception being Fridays, when sandwiches/ hotdogs will be provided for lunch.
- Should your child be ill, or have any contagious disease, please DO NOT send them to school. Children who may not play outside, or who may not take their shoes off, are too ill to come to school, and they will be sent home. If your child falls ill at school, the parents will be asked to collect them.
- Please ensure that ALL personal belongings are clearly marked. Should unmarked clothing or any personal items go missing; the school will not be held responsible.
- Your child will be monitored at all times, but in the doubtful event of an accident, the school cannot be held responsible. Please see attached Indemnity Form.
- The school will close on public holidays as well as the last two weeks of December, and the first two weeks of January.
- School hours are as follows:
 - 07h00 - School opens
 - 12h00 - Half Day (lunch included)
 - 17h30 - School closes for Full Day Pupils

Please collect your children promptly at the stated times and let us know at least half an hour **IN ADVANCE** if you will be late, or if alternate arrangements have been made. ALL PUPILS **MUST** BE COLLECTED BY 5:30pm / 17h30!

A fine of R50.00 per 15 minutes will be charged for all pupils who are collected late.

- Each week is planned according to themes which you will be advised of at the beginning of each term Please discuss the themes with your child. If you have anything at home which may contribute to the theme, (books, pictures, objects, tapes, CDs, specimens etc), please send them to school. They will be used and then returned as soon as we have finished with them.
- **Please DO NOT send toys to school.** Do not allow your children to bring toys to school. This causes unnecessary distress and the school will not be held responsible for lost or broken toys. Should you have any toys, books, puzzles which you no longer need and you would like to donate them to the school, they would all be greatly appreciated.

- All children love sweets and for this reason, it has been decided to have “Sweetie Day” on a **Monday**. For the rest of the week, you would be encouraged to include ‘easy-to –handle’ sandwiches, yoghurt, cut up Vienna’s, fruit (peeled and cut), cheese etc in your child’s lunchbox. Please **DO NOT** send sweets, chocolates, fizzy cool drinks to school other than on a Monday.
- Three times a term we will have market day, you will be asked to send R20 per child for there treats. The profit we make on the market days goes towards our end of year party.
- All monies sent to school e.g. school fees, extra-mural activities, outings, Market day, **must please be placed into a sealed, clearly marked envelope**. Extra mural activities and market day monies must not be included with school fees.
- At Leaps & Bounds Educare Centre, we endeavour to take the best possible care of each child. Should there be something that you are not satisfied with, please discuss this with your child’s teacher, or make an appointment to see the principal and discuss the matter with her.
- We are a Christian-based school, therefore, your child will be taught grace, prayers, biblical stories and songs. Each year there will be a Christmas concert, with emphasis on the birth of Jesus Christ.
- We will step into the role of parent when you leave, and **LOVE** your child, nurturing and caring for them. We will give them a sound and balanced education where they will **LEARN** important skills to **LIVE** their lives to the full.
- We trust that you will be happy and well-educated at Leaps & Bounds Educare and we welcome you to our family.

I, the undersigned, parent/legal guardian to,
 have **read** and **understood** and **agree to** all the terms and conditions of Leaps & Bounds
 Educare Centre.

 Signature of Parent

 Date