



West View College

Pre School / Primary School

Application Form 2020/21

Date of Application _____

Name of Child _____

Date of Birth _____

Date to Start _____

ID PHOTO OF
CHILD

Grade applied for:

Pre-School

Turning 3 in
year
Toddlers

3 - 4 yrs
RRR

4 - 5 yrs
RR

5 - 6 yrs
R

Pre-School hours:

Half Day

Full Day

Half day strictly to 13h00 – Leeway is given to children who have siblings in the Primary School

Full Day – Gates close strictly at 17h30

Gr R closes at 13h45

Primary School

Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7
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After Care Facility

Gr 1	Gr 2	Gr 3	Gr 4	Gr 5	Gr 6	Gr 7
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MOST IMPORTANT

This Application for Admission will only be processed if ALL fields are completed legibly, are signed and ALL necessary supporting documents are attached.

CEMIS Transfer Document once available	Copy of Parents'/Legal Guardians' ID Documents
Copy of PUPIL's FINAL Progress Report once available	If parents are divorced, copy of Court Order
Copy of PUPIL's latest Progress Report	Copy of Proof of Residence i.e. Utility Bill
Copy of PUPIL's Birth Certificate/ID Document	Completed and Signed Debit Order Form
Copy of PUPIL's Vaccination Records if available	Financial Clearance Doc completed by previous school
Copy of PUPIL's Residence/Study Permit, if foreign	Proof of Payment for enrolment fee

It is of vital importance that you fill in both sides of each page and that you have completed all the details required from you.

SECTION 5 : DETAILS OF ACCOUNT HOLDER

SURNAME _____

FULL NAMES AS IN ID DOCUMENT _____

DESIGNATION _____

MR	MRS	MS	MISS	DR	REV	PROF	OTHER	
----	-----	----	------	----	-----	------	-------	--

IDENTITY NUMBER _____

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

RELATIONSHIP _____

MARITAL STATUS _____

OCCUPATION _____

EMPLOYER _____

RESIDENTIAL ADDRESS _____

WORK ADDRESS _____

POSTAL ADDRESS _____

CODE _____

CODE _____

CODE _____

TEL HCODE _____

TEL W CODE _____

CELL _____

EMAIL ADDRESS (PLEASE WRITE LEGIBLY) _____

PARENTAL STATUS

PUPIL LIVING WITH
PARENT/SPUPIL'S LEGAL
GUARDIANACCESS RIGHTS TO
PUPILACCESS RIGHTS IN AN
EMERGENCY ONLY

DETAILS OF CHILDREN IN YOUR CARE WHO ARE CURRENTLY AT THIS SCHOOL

1 NAME _____ GR _____

2 NAME _____ GR _____

3 NAME _____ GR _____

4 NAME _____ GR _____

PAYMENT OPTION

MONTHLY
DEBIT ORDERNo of children in family Position of child in family **SECTION 6 : DETAILS OF SPOUSE/LEGAL GUARDIAN**

SURNAME _____

FULL NAMES AS IN ID DOCUMENT _____

DESIGNATION _____

MRS	MS	MISS	DR	REV	PROF	OTHER	
-----	----	------	----	-----	------	-------	--

IDENTITY NUMBER _____

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

RELATIONSHIP _____

MARITAL STATUS _____

OCCUPATION _____

EMPLOYER _____

RESIDENTIAL ADDRESS _____

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POSTAL ADDRESS _____

CODE _____

CODE _____

CODE _____

TEL HCODE _____

TEL W CODE _____

CELL _____

EMAIL ADDRESS (PLEASE WRITE LEGIBLY) _____

PARENTAL STATUS

PUPIL LIVING WITH
PARENT/SPUPIL'S LEGAL
GUARDIANACCESS RIGHTS TO
PUPILACCESS RIGHTS IN AN
EMERGENCY ONLY

SECTION 9 : DETAILS OF BIOLOGICAL MOTHER / FATHER IN CASE OF DIVORCECOMPLETE ONLY IF PARENT DOES NOT LIVE WITH PUPIL.

SURNAME _____		FULL NAMES AS IN ID DOCUMENT _____																
DESIGNATION _____		<table border="1"><tr><td>MRS</td><td>MS</td><td>MISS</td><td>DR</td><td>REV</td><td>PROF</td><td>OTHER</td><td></td><td></td></tr></table>		MRS	MS	MISS	DR	REV	PROF	OTHER								
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OCCUPATION _____		EMPLOYER _____																
RESIDENTIAL ADDRESS _____		WORK ADDRESS _____																
_____		_____																
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SECTION 10 : SIGNATURE OF PARENTS/LEGAL GUARDIAN AND/OR ACCOUNT HOLDER

The School expects parents to abide by all the school policies and co-operate with teachers and administrators. The School also expects parents to require their children to uphold the Code of Conduct of West View College

Signature of both parents/guardians:**1** _____
FATHER / LEGAL GUARDIAN**Date:** _____**2:** _____
MOTHER/LEGAL GUARDIAN**Date:** _____

Parent Contract/Financial Agreement

I/We the Parent(s) / Legal Guardian(s) of

Full name of pupil

Agree to the admission of the above pupil to West View College on the following terms and conditions:

1. I/We hereby take note that an *Annual Admission Fee* will be payable to *readmit* your child/children for each year when he/she/they proceed to the next class/grade.
2. I/We bind ourselves jointly and severally liable for the payment of all school fees and ancillary charges (*for instance camps, after-care, ad hoc stationery*) which will become payable in terms of this agreement.
3. I/We agree to give *1 month (30 days) notice for the preschool and the primary school* - should we wish to withdraw the pupil from the College. Failure to give proper notice will result in me/us being liable for the full term's fees in lieu of such notice. It is the parent's responsibility to prove that timeous notice has been provided. **I/We also understand and agree that October and November will not be accepted as notice months.**
4. I/We agree to pay school fees and ancillary charges in advance in accordance with the fee policy contained in the Fees and Debtors Policy Document. Fees are payable over a 11 month period, in advance, before the 7th day of each month either CASH, by EFT or you can sign a STOP ORDER at your bank. I/We understand that there is no tuition allowance for absenteeism.
5. I/We understand that 5% Discount will be awarded when the Annual Fees have been paid in full by the end of February.
6. I/We agree that the College may, in the event of non-payment of fees and or ancillary charges, which will be deemed to be a material breach of this contract, after having given me/us 20(*Twenty*) business days' notice to rectify my default and should I/We still be in breach, summarily terminate this contract and refuse my child entry to the College.
7. In the event of any other breach of contract by me/us or in the event of serious breach of the Code of Conduct by the pupil or Parent, the College may terminate this contract, provided that due process in terms of the Disciplinary Code has been followed.
8. I/We accept that the College has appointed certain preferred suppliers and confirm that I understand the financial benefit to be derived by me through this arrangement in respect of price, quality control and branding.
9. I/We agree that this agreement will come into effect immediately on signature by me/us and shall remain in force for the full duration of the pupil's enrolment at the College (*unless earlier terminated by the party in terms of this Contract*) or until a new annual agreement supersedes this agreement.
10. I/We have been notified of and agree to the school fees applicable to the grade of the aforementioned pupil and any ancillary costs which may be charged from time to time. I/We further acknowledge and consent that fees paid in advance will be deposited by the College and held in accordance with the provisions of the Consumer Protection Act 2008, with interest or income thereof to accrue to the College as income.
11. I/We consent to the College disseminating my/our names and contact details only to the other parents, staff or responsible persons engaged or authorised by the College related purposes, unless at any time the College is instructed in writing by me/us differently.

12. I/We acknowledge that the Curriculum of West View College is aligned with the Caps Plus, but that it is expected from my/our children to excel on a higher standard than Government schools because they are being prepared for life and not just for schooling and education.

13. I/We agree that photographs of my/our children may be taken at school events and placed on our website/social media page (fb) ☐ Yes ☐ No

Signed

Father/Guardian

ID No

Date

Mother/Guardian

ID No

Date

Witness (Print Name & Sign)

Date

West View College
Cnr Willem Botha Avenue & Bosduif St
Wierda Park
0149

PO Box 52055
Wierda Park
0149

Tel: 012 654 5882
012 654 3234
C: (14h-17h30) 073 662 8396

Banking Details

Beneficiary:

MCSA West View Society Little Disciples

Br Code: 251 145

Acc No: 62 09 82 91 736

Ref: Name + Grade of child

Please note that, for security reasons, the policy of the school is 'No Cash on Premises'. Payment can be made via EFT or you can pay directly into our bank account at your nearest FBN Branch.

School Uniform (Primary School)

Rules

Please take note that learners must take pride in wearing their uniform. They are the ambassadors of the school.

Only the prescribed uniform from the official supplier may be worn.

Please note that the **girls** must wear the correct underwear and if they have long hair or long dreadlocks, they are not allowed to wear their hanging loose but must fasten it in a ponytail

Boys are not allowed to cut their hair in shaved patterns or Mohawk styles.

Official Supplier

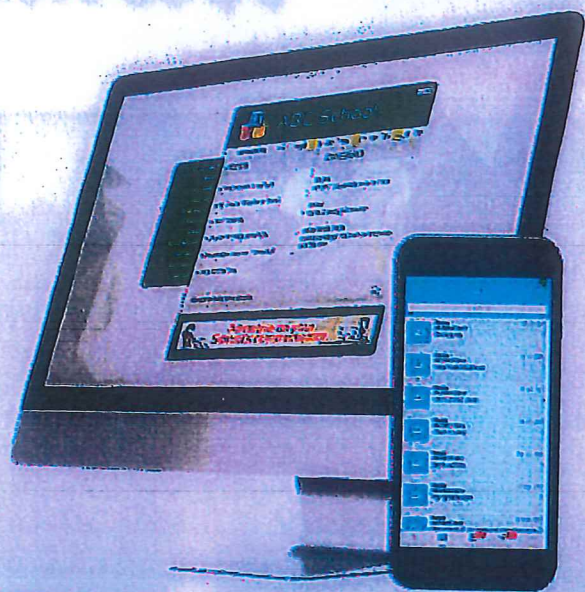
The official supplier of the school uniform is **Wierda Park Uitrusters / Outfitters**

576 Willem Botha Street (Above the Caltex Garage)

Girls		Boys	
Summer			
Grey branded Tunic Blue short sleeved shirt Branded WVC Socks Blue 'ski pants' Black School Shoes Branded Jersey		Blue branded short sleeved shirt Grey knee length pants Long branded socks Black School Shoes Branded Jersey	
Winter (1 June – 31 August)			
Grey branded tunic Blue long sleeved shirt Tie Dark grey tights Jersey Blazer (only available on order) Black school shoes		Blue branded long sleeved shirt Tie Grey long pants Jersey Blazer (only available on order) Black school shoes	
Sports (Must be worn on Wednesdays and Fridays)			
Please note that sportswear is made on order only and it takes ± 8 weeks for delivery. Sample sizes must be fitted at the shop and orders will be placed accordingly.			
Summer			
Branded Sports T-Shirt Sports Pants White takkies White Socks		Branded Sports T-shirt Sports Pants White takkies White Socks	
Winter			
Branded WVC Tracksuit White takkies		Branded WVC Tracksuit White takkies	
Optional Extras			
Pullover Navy Branded Scarf Navy Branded Beanie Hairband (Girls) (available at the suppliers in the school uniform colours.)			
Compulsory Accessories for Extra Murals – Grades 1 – 7.			
Hockey Stick Hockey Ball Recorder (Purchase from the school)			
All items must be clearly and permanently marked			

Download the d6 School Communicator

The d6 School Communicator is a stand-alone application designed to simplify school-parent communication.



Communication

Share information through SMS & e-mail



Resources

Easily share documents or URLs with learners and parents



Mobi Site

Available for users unable to install the mobile application



Homework

Publish homework to learners and parents



Multimedia

Upload photos / videos of all school events on a variety of channels



Calendar

Keep everyone up-to-date with scheduled events



Contacts

Share relevant school / teacher details with parents



Notice Board

View all the latest news & updates at a glance



News

Share updated news with learners and parents



karri

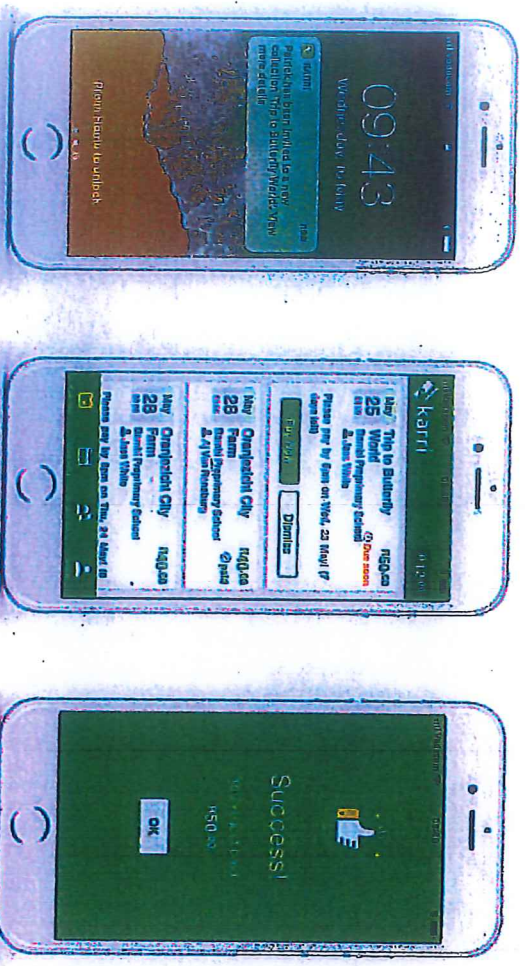
The simplest way to send money to your school

POWERED BY NEDBANK

What is Karri?

Karri is a mobile payment app that allows you to make quick payments for activities in your community. Instead of scrambling to find cash or follow EFT guidelines, you're able to pay instantly for pre-loaded collections.

How it Works

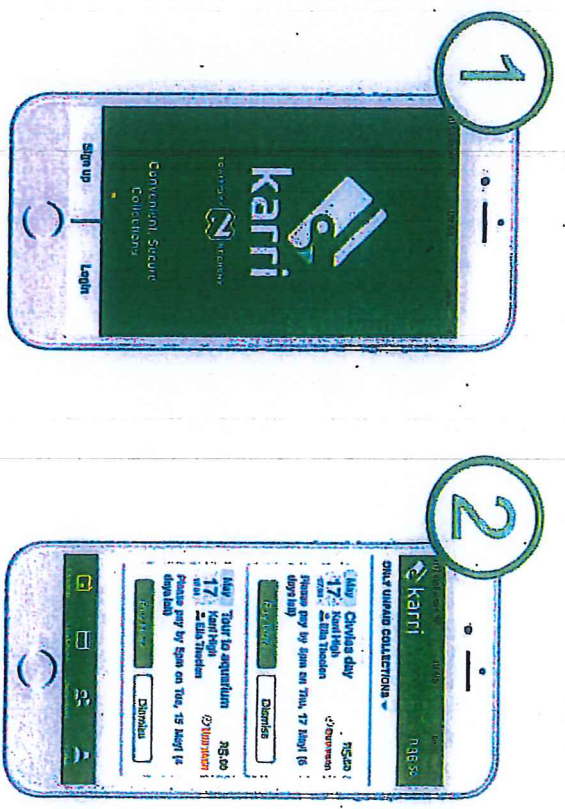


Receive a notification for an upcoming collection

View the event details and hit Pay Now!

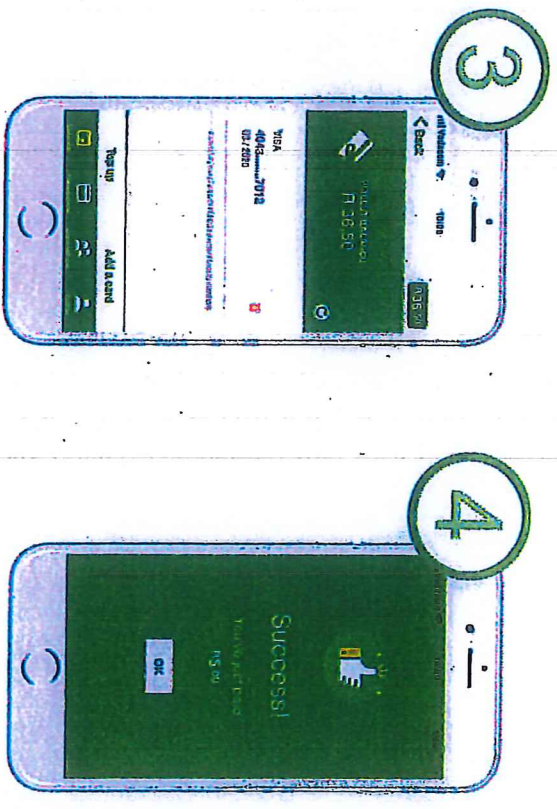
Success! It's as simple as that.

GET STARTED



Sign up or log into the Karri app

View upcoming events



Explore our payment methods

Success! It's as simple as that!