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YOU ARE SPECIAL

EEN PRE-PRIMÊRE SKOOL PPLICATION FORM



EUGENIA RD O BOX 8030 EDLEEN FDI FFN

TEL: (011) 393 4214

EMAIL: HOOF@EDLENERTJIES.CO.ZA

* FOR ALL APPLICATION FORMS charina@edlenertjies.co.za

**

WEBSITE: WWW.EDLENERTJIES.CO.ZA

FACEBOOK: EDLENERTJIES – PPS

BANKING DETAILS



LAERSKOOL EDLEEN STANDARD BANK PRANCH: Kompton Borl

BRANCH: Kempton Park

CURRENT ACCOUNT: 013 246 569

REFERENCE: Child's name and Surname + PPS

For **any** EFT payment, you need to **specify** what it is with your reference no. If it's not specified, the funds will not be allocated to your account.

Your reference number will be allocated after all documents have been handed in!

REGISTRATION FEE - *R1200-00* (not refundable):

STATIONERY FEE - R600-00

(payable annually, before 1 March 2025. NOT REFUNDABLE)

HOW TO ENROLL

Bring the following to the office

~	Comp	leted a	pplica	tion	form
		1000			

- Proof of payment of registration fee
- Compulsory documents

Your child's space is secured for 2025 when all this is handed in.

CASH PAYMENT

Can be done at Laerskool Edleen Financial office.

CARD PAYMENT

Can be done at our office when handing in the Application form.

DEBIT ORDER PAYMENTS

A debit order form can be requested

Dear Edlenertjie – parent and toddler

Welcome to Edleen Pre - Primêre Skool. We have seven classes

1. 3 - 4 years Gr RRR - Hasieklas/Bunny class

2. turning 5 years Gr RR - Teddy Bear class

3. turning 5 years Gr RR - Bee class

4. turning 6 years Gr. R - Ladybug class

5. turning 6 years Gr R - Dinosaur class

6. turning 6 years Gr. R - Hippo class

Please remember to bring a backpack each day. Also, make sure that there are extra clothes in the backpack. All full-day toddlers will rest in the afternoon and they are not allowed to bring food, cold drinks, sweets, or toys to school. **ONLY** the half-day toddlers are allowed to bring a sandwich and juice to enjoy with full-day friends. **Half-day** toddlers may <u>not</u> be fetched later than 13:45. If a <u>Half-day</u> toddler is still at school at 14:00 an afternoon fee of R60.00 will be charged to their account.

The Honey Pot will be open from Monday, 6 January 2025 at 6:45.

The Pre-Primêre Skool reopens on Wednesday 15 January 2025.

Edleen Pre-Primêre Skool functions during school terms and will be <u>closed</u> on <u>Public Holidays</u> as well as <u>special school holiday</u> days. The Honey Pot is open during school holidays but will be closed on a Public Holiday as well as a school holiday day. During December, Edleen Pre-Primêre Skool and The Honey Pot will close at the same time as Laerskool Edleen, on 10 December 2025.

To ensure that your toddler gets the opportunity to effectively participate in creative and perceptual work, we only use the best quality stationery. The stationery will be provided by the school.

REGISTRATION FEE (annually payable) – **R1200-00 payable with Enrollment** (non-refundable)

STATIONERY FEE - R600-00 per year (non-refundable)

3 - 4 years. (Born - 2021/2022)
Gr RR (Born - 2020)
Gr R (Born - 2019)

Please send a packet of wet wipes and a box of tissues monthly.

We trust that you will enjoy it at Edlenertjies.

Kind regards

ERIKA VERMAAK PRINCIPAL

Edlenertjies

DAILY PROGRAM

6:45	-	8:00	Arrival and free play
8:00	-	8:15	Toilet routine
8:15	-	8:30	Opening
8:30	-	8:45	Weekly topic discussion
8:45	-	9:30	Creative activities
9:30	-	9:40	Cleanup time
9:40	-	10:10	Refreshments and toilet routine
10:10	-	11:10	Free play outside
11:10	-	11:45	Movement development or music and movement
11:45	-	12:00	Toilet routine
12:00	-	12:30	Story/Educational games
12:30	-	13:00	Lunch/ Departure
13:00	-	14:30	Rest/Outdoor play
14:30	-	14:45	Wake-up time and Toilet routine
14:45	-	15:15	Outdoor playtime
15:15	-	15:45	Washing of hands and refreshments
16:00	-	17:00	Outdoor playtime and tidying up
17:00	-	17:30	Free play and departure

Physical address: EUGENIA ROAD Edleen, Kempton park, Gauteng, South Africa

Phone no: (011) 393-4214



Postal address: P O Box 8030

Edleen Kempton park Gauteng South Africa 1625

Email address: charina@edlenertjies.co.za

		Learner I	nformation:	2025
Admission no:		Account no:	Clas	ss:
		Specify previous Pre-primary	Education:	Formal: Non-Formal: None:
Surname:			Initials:	
Name:			Preferred Name:	
Birth Date:	YYYY:	MM: DD:	Gender:	Male: Female:
Country:			Ethnic Group:	
				•
Citizenship:			Religion:	
Identity Number: Passport Number:				
Physical Address:			Postal Address:	Same as Physical Address?
Province:			Province:	
Country:			Country:	
	Postal (Code:		Postal Code:
Distance from Home t	to School:	0 - 5 km 5 - 10 km	10 - 20 km	20 km +
Home Phone:			Home Language:	
Alternative Phone:			Preferred Language:	
Mobile Telephone:			Parents Deceased:	Both Father Mother
Email Address:			Half-day / Full day?	Half-day Full day
Name of previous Sch	nool:			

Physical address: EUGENIA ROAD Edleen, Kempton park, Gauteng, South Africa

Phone no: (011) 393-4214



Admission Application

Postal address: P O Box 8030

Edleen Kempton park Gauteng South Africa 1625

Email address: charina@edlenertjies.co.za

	_		
Physical Address:	Postal Address:	s	ame as Physical Address?
Province:	Province:		
Country:	Country:		
Postal Code:	L	Postal Code:	
			1 1 1 1 1
Medical Aid Name:	Doctor:		
Aid Main Member:	Doctor Telephone:		
	Left / Righthanded?]	Diebt.
Medical Aid Number:	Left / Righthanded:	Left:	Right:
Medical Condition:			
Special problems requiring Counselling:			
Number of children in family:	Position of the child in f	amily:	
Number of other Children in the School:			
Specify details of other children in the school:			
Name:	Grade:	Class:	Position:
Name:	Grade:	Class:	Position:
News	Crada	Class	Docition
Name:	Grade:	Class:	Position:
Married Widower Widow	Divorced Stept	Stepmother Stepmother	Singel
After school care: After School Center Father Mother	Domestic Worker	Friend Family	None Other

Physical address: EUGENIA ROAD Edleen, Kempton park, Gauteng, South Africa

Phone no: (011) 393-4214



Postal address: P O Box 8030

Edleen Kempton park Gauteng South Africa 1625

Email address: charina@edlenertjies.co.za

	Parent 1	- Information				2	025
	T	1-1	T				
Surname:		Initials:					
Name:		Title:					
Birth Date:	YYYY: MM: DD:	Gender:	М	ale	Fe	emale	
Country:		Ethnic Group:					
Citizenship:		Religion:					
Identity Number:		Home Language:					
Passport Number:		Preferred Language:					
Physical Address:		Postal Address:		Same	as Physic	cal Addre	ess?
Province:		Province:					
Country:		Country:					
	Postal Code:		Pos	stal Code:			
Stays in the area (Wi	thin 10km) Yes No	Works in the area (With	in 10km)	Yes		No	
Occupation:	T	Work Address:					
Employer:		Email Address:					
WhatsApp number:		Work Telephone:					
Mobile Telephone:		Relationship to Learner	:				
			·				

Physical address: EUGENIA ROAD Edleen, Kempton park, Gauteng, South Africa

Phone no: (011) 393-4214



Postal address: P O Box 8030

Edleen Kempton park Gauteng South Africa 1625

Email address: charina@edlenertjies.co.za

		Parent 2 -	Information			2025
0	T		latinia.			
Surname:			Initials:			
Name:	T		Title:			
Birth Date:	YYYY: MM:	DD:	Gender:	Male	7	Female
] [_	
Country:			Ethnic Group:			
Citizenship:			Religion:			
Identity Number:			Home Language:			
Passport Number:			Preferred Language:			
Physical Address:			Postal Address:		Same as Phy	vsical Address?
Province:			Province:	_		
Country:	Postal Codo:		Country:	Dootal Co	do.	
	Postal Code:			Postal Co	de.	
Stays in the area (Wi	thin 10km) Yes	No	Works in the area (Within	n 10km)	Yes	No
Occupation:			Work Address:			
Employer:			Email Address:			
WhatsApp number:			Work Telephone			
Mobile Telephone:			Relationship to Learner:			

Physical address: EUGENIA ROAD Edleen, Kempton park, Gauteng, South Africa

Phone no: (011) 393-4214



Postal address: P O Box 8030

Edleen Kempton park Gauteng South Africa 1625

Email address: charina@edlenertjies.co.za

Alterna	ative Contact Details:	2025
Name and Surname:	Contact Number:	
Relationship:		
Physical Address:	Postal Address:	Same as Physical Address?
Province:	Province:	
Country:	Country:	
Postal Code:	Postal	Code:
Home Phone:	Mobile Telephone:	
Alternative Phone:	Email Address:	
Account Holder Details:		
Account Holder: Parent 1:	Parent 2: Other/Company:	
Debit Order: Yes:	No: The debit order authoris needs to be completed o Authorisation form is av	ne month in advance
Payment Agreement: Monthly:	By Term: Annually:	AdHoc:
EFT: Yes:	No:	
Account Holder:	Account Number:	
Bank Name:	Branch Code:	
Amount:	Action Day:	
Physical Address:	Postal Address:	Same as Physical Address?
<u> </u>		
Province:	Province:	
Country:	Country:	

Physical address: EUGENIA ROAD Edleen, Kempton park, Gauteng, South Africa

Phone no: (011) 393-4214



Postal address: P O Box 8030

Edleen Kempton park Gauteng South Africa 1625

Email address: charina@edlenertjies.co.za

	Postal Code:			Postal Code:		
Signature of appli	cant (Father):		Signature of applica	ant (Mother):		
If the learner is acce	pted, the following document	ts must be submitte	ed to the school			
1. Copy of Immunizati	on Records	YN	2. Copy of Birth Certifica	ate	Υ	Ν
3. Medical aid card (if applicable)		YN				
4. Copy of ID - Father		YN	5. Copy of ID - Mother		Υ	N
6. Proof of address Y N		7. Proof of address		Υ	N	
For office use:						
Waiting list and No.:			Class Placed:			
Reason:		Date Accepted:				
Signature Clerk:		Admission Number:				
Date:			Outstanding Documents	s:		
			•			

2025

Memorandum of agreement between

Edleen Pre-Primêre Skool

(Full name of School)

And	
(Full name of Parents)	

Below are the terms and conditions for admission as a toddler to the school explained. This agreement contains important information and should be read carefully.

CONDITIONS FOR TODDLER'S ADMISSION

- 1. The PPS (Edleen Pre-Primêre Skool) is functional during the school terms but will <u>close</u> on public holidays and special school holiday days as indicated on the calendar. During December, the Honey Pot will only be functional for a set portion of the month.
- 2. The Pre-Primêre skool is open from 06:45 to 13:00. Full-day toddlers can stay until 17:30. If a child is fetched late, an extra fee of R30.00 per toddler will be charged. The fee will be for every 10 minutes that you are late. Fees are to be paid in cash immediately upon arrival. Your support and understanding of this matter will be greatly appreciated.
- 3. Fees:
 - 3.1. If a half-day toddler should stay at school longer and enjoy lunch, an additional fee (R60-00 per day) shall be payable. If a half-day toddler is still at school after 14:00 a fee of R60.00 will be added to his/her account.
 - 3.2. Fees are strictly payable (in advance) before or on the 3rd of every month.
 - 3.3. School fees can also be paid directly into our bank account, please contact the PPS office for the bank details.

ENROLLMENT FEE OF R1200.00 MUST BE PAID WHEN HANDING IN APPLICATION FORMS (non-refundable) payable annually.

- According to the policy of Laerskool Edleen, any money paid into the account needs to be specified. For example, if you are paying for photos, you need to use **your** reference number and the word "photos", e.g.1234 Smith PPS/Photos. All payments that are not specified, will not be allocated to school fees.
- 3.4. Even if the toddler is not attending school during the holidays, you are still responsible for the full month's fee.
- 3.5. If the fees are not paid on the specified date, the outstanding balance (including capital as well as interest) will be calculated at the current prime lending rate per annum. This amount is immediately claimable and payable.
- 3.6. The parent(s) hereby explicitly agree to collector's costs, including lawyer and client costs as well as collection commission, and the cost of debt collectors.

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2025

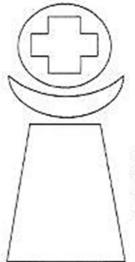
- 4. In the event that you wish to no longer make use of the facilities, a notice of **one calendar month** must be given, for example, if you hand in your notice on the 10th, you will be paying until the 10th of the following month. The date of termination of your contract will be calculated from the date that the written notice was received. No verbal notices will be accepted.
- 5. In the event that fees are not paid in advance (without formal written arrangements as to when the fees will be paid), it will result in a suspension of the toddler's admission, thus the toddler will not be allowed to make use of the centre (The Honey Pot) or its facilities
- 6. You must give ONE CALENDAR month **notice** if your toddler changes from a full day to a half-day or changes from a half-day to a full day. The date of change will be calculated from the date that the written notice was received. No verbal notices will be accepted.
- 7. No intervening impossibility of performance from the school will excuse the parent from paying their school fees.
- 8. The toddlers will be provided with a snack at 10:00 (and then later lunch for those that stay the full day) and again with a snack later on. Should the toddler have any allergies (food or medication), we ask that it please be brought under our attention.
- 9. Toddler must be collected and signed out by persons that have been permitted to do so. No toddler will be permitted to leave the school grounds during the afternoon without written consent. No telephonic consent will be accepted. In the event that the toddler must leave/go home at a certain time, the parent/guardian must provide written consent specifying the time that the toddler has to leave the property.
- 10. The school has provided every necessary precaution in your child's safety; however, in the event of an injury or accident, the Honey Pot is equipped to handle the situation with the discretion and sensitivity required. No child will be left without thorough supervision.
- 11. Disciplinary actions: If your child disobeys school rules, we reserve the right to punish the child (no corporal punishment), and if necessary, refuse access to the school for serious misconduct.
- 12. No waiver or indulgence by the Aftercare granted and no failure by the school to timely or promptly any right under this Agreement to enforce shall be deemed to amount to a waiver of that or any other right.
- 13. Appendix A, B, C, D, E, F G, H, I, and J as a legal part of this agreement is considered.
- 14. This contract is binding for the duration that your toddler is/are attending Edleen Pre-Primêre Skool. You will receive a re-registration control form every year that you need to bring up to date.
- 15. While your child is at Edlenertjies they will participate in many fun activities as part of their learning process. We would love to share this with you so you can share in these memories. Our way of doing so is by using photos and videos which we share with you and other parents on the Edlenertjies social media, apps, news pages, and website. This will also allow others to see how great our school is. You hereby give us permission to take photos and videos of your child and share them on the Edlenertjies social media platforms, apps, website, news, and marketing literature.

Signature of Father	
Signature of Mother	
Full names of Toddler	
Date of birth	

Initials

MEDICAL DETAILS

10DDLER'S INFORMATION	
SURNAME	
FULL NAME	
DATE OF BIRTH	
PERSON RESPONSIBLE FOR	PAYING MEDICAL EXPENSES
SURNAME AND INITIALS	
ADDRESS	
TEL (HOME)	TEL (WORK)
NAME OF MEDICAL AID	
MEDICAL AID NUMBER	
In case of illness or an accident where med I agree that my child might be taken to Dr S	dical treatment in the opinion of the person responsible for my child is required SL Miller Practice.
The doctor's bill will be for my accoun	t. Please find a copy of my medical aid card attached.
Hereby I toddler may be taken to Dr SL Miller P	agree that the medical bill will be for my account and my ractice.
Signature of Parent/s	Initials



DR SL MILLER PRACTICE/PRAKTYK

REG. NO 1T9582/06 VAT NO 4230234801

26 Chistoffel Street VAN RIEBEECK PARK 1619 KEMPTONPARK Tcl 011 975 0631

2024-05-06

Die Hoof/Head master

EDLEEN PRE-PRIMÈRE SKOOL/EDLEEN PRE-PRIMARY SCHOOL

RE: BEHANDELING VAN PASIËNTE VAN EDLEEN PRE-PRIMÊRE SKOOL/TREATMENT OF PATIENTS FROM EDLEEN PRE-PRIMARY SCHOOL 2024/25

Hiermee bevestig dokter SL Miller Praktyk dat ons enige geval en/of noodgeval hier sal behandel./We hereby declare that Docter SL Miller Practice will treat any Illness or emergency.

Ons verscak u assebblef om so ver moontlik, die Mediese Fonds Besonderhede en Adres van die persoon, verantwoordelik vir die rekening, aan ons te verskaf./We request the following information per treatment: Name and date of birth of patient, Medical Aid, Medical Aid Number, name, address and contact number of person responsible for account.

Indien daar geen besonderhede is nie sal die rekening aan Edleen Pre-Primère Skool gestuur word en sal die Skool verantwoordelik gehou word vir die rekening vereffening binne 30 dae na besoek./In case none of above information was given to Dr SL Miller Practice, the account will be sent to the school to be settling by die school within 30 days. The School will remain responsible for the account until it is fully paid.

Vir enige navrae kan u ons gerus kontak./For further information feel free to call us.

Die uwe/Regards

DR SL MILLER

ALGEMENE PRAKTISYNS/GENERAL PRACTITIONERS

DR K FOURIE

CONSENT FORM FOR MY TODDLER WHO ATTENDS THE

PRE – PRIMêRE SKOOL

1.	I,(full name and surname of parent/s) parent of(full name and surname of toddler) hereby agree that my toddler					
	may participate in educational in-school visits. YES / NO					
2.	2. I indemnify on behalf of myself, my lawyers, my heirs and my executors, my child, Edleen Pre-Primêr Skool (PPS), its officers and employees and hereby relieve them from liability for damages of whatever nature and any legal expenses or costs that may arise from any claim resulting from the death of an aforementioned child or any illness or injury sustained by aforementioned child admitted during his / her association with the Pre-Primêre Skool.					
3.	I accept that all reasonable precautions will be drawn for the safety and welfare of my child and that I will be held responsible for the payment of medical and / or hospital bills.					
4.	I transfer my powers as a parent/guardian to the principal of the school or his representative if medical/surgical intervention for my child may be required. As far as I know, he/she can participate in different activities and he/she is in good health.					
5.	I request the responsible person to take note of the following. (Mention aspects that the staff should be aware of. Example allergies, tendency to abnormal bleeding, epilepsy, diabetes, etc.)					
	CICNIA TUDE OF DADENT/C. CHADDIANI					

FEES FOR 2025

Registration fee	R1 200.00 - PAYABLE WITH ENROLLMENT			
Stationery fee	R600.00			
ANNUALLY PAYABLE	(NOT REFUNDABLE)			
Fees for HALF DAY 6:45 till 13:00 for 11 months The amount payable per month (Before the 3 rd of each month) (Start 1 Jan to 1 Nov 2025)	R2005.00 per month for 11 months			
Fees for FULL DAY 6:45 till 17:30 for 11 months The amount payable per month (Before the 3 rd of each month) (Start 1 Jan to 1 Nov 2025)	R3120.00 per month for 11 months.			
After 17:30 a FULL DAY toddler will be charged for every 10 minutes you are late. Immediately payable to the teacher on duty	R30.00 per toddler			
LUNCH: If a half day toddler needs to stay late (arranged in advance)	R60.00 per afternoon			

ALL FEES ARE PAYABLE IN ADVANCE ON OR <u>BEFORE THE 3RD</u> OF EACH MONTH. YOUR FIRST PAYMENT AT THE BEGINNING OF JANUARY 2025 AND THE LAST PAYMENT AT THE BEGINNING OF NOVEMBER 2025.

During holidays, you are still liable to pay the full month's School fees.

REGISTRATION FEE ARE PAYABLE WITH THE SUBMISSION OF THE APPLICATION FORM (NON-REFUNDABLE)

Name of Child:	
Signature of parent/s: _	
Date:	

BANKING DETAILS

Account Holder: Laerskool Edleen

Standard Bank, Current account no: 013 246 569,

Branch: Kempton Park,

First payment reference: Child name & surname + PPS

FOR OFFICE USE ONLY

Compulsory Documentation

1.	Certified Copy of the	child's birth certificate								
2.	Clinic Card									
3.	Certified Copy of the I									
4.	Certified copy of the Biological Father's ID									
5.	Renting: Certified cop	bill as proof of residence by of the lease agreemer with a certified copy of	nt/							
6.	Copy of medical aid card (If applicable)									
Dat	Date application handed in:									

Debit order applications available in 2025 on request.



Dear Parent

Help raise funds for **Edleen Pre-Primêre Skool** without it costing you a cent with the MySchool MyVillage MyPlanet

Fundraising programme. MySchool raises over **R8 million** for schools, charities, and animal welfare organisations every month! **The best part: It doesn't cost you as a supporter a cent to make a difference.**

How does the Programme work?

The program allows you to make a difference, just by shopping at one of the many MySchool partners. These include Woolworths, Builders, Engen Quick Shop, Loot.co.za, Worksheet Cloud, Netstar, Power24.co.za, Wimpy Kempton Gate and Wimpy Woodbridge to name just a few. Every time you use your card at any of the partner stores, a percentage of your purchase value will be given back on your behalf, to the school or charity you choose at absolutely no cost to you!

What are the benefits of being a part of the MySchool programme?

- Raise funds for your school or charity without costing you a cent.
- Over 1500 partner stores where you can use your card to raise funds and get instant discounts.
- You have the power to select up to three schools and/ or charities which you would like to support.
- Receive feedback on funds raised through a monthly statement from MySchool.

How do I get started?

Apply for your card by completing the application form or download the Free MySchool MyVillage MyPlanet App to receive your card immediately. You can also apply online at www.myschool.co.za or call 0860 100 445. Remember our name – Edleen Pre-Primêre Skool is the Beneficiary Name

Frequently asked questions

Is it possible to support more than one beneficiary?

Yes. You can support up to 3 beneficiaries. Funds will be split equally between the beneficiaries.

I already have a card. Do I need a new one?

No. Simply change your beneficiary to **Edleen Pre-Primêre Skool** You can do this by completing the application form, on the MySchool MyVillage MyPlanet App, online at www.myschool.co.za, or call MySchool on 0860 100 445.

How do I link my Woolworths card so that I only need to swipe one card at Woolworths stores?

Woolworths cards aren't automatically linked to MySchool. Link your Woolworths card to support a MySchool beneficiary by completing the application form or by contacting the Client Service Centre on 0860 100 445. Remember you can only use your Woolworths card at Woolworths stores, but your MySchool card can be used at various partners.

MAKE EVERY SWIPE COUNT - JOIN TODAY!

WOOLWORTHS ENGE

eloot.co.za



WorksheetCloud





Scan the QR code and complete the sign-up process.

Please make sure to choose Edleen Pre-Primêre Skool as Beneficiary

Call 0860 100 445 for assistance.





IT IS EASY TO GIVE BACK