

APPLICATION INFORMATION



KLOOF HIGH SCHOOL

One Family, One School

GENERAL INFORMATION

PLEASE READ THE FOLLOWING CAREFULLY:

- Submission of an Application Form **IS NOT A GUARANTEE** that your child has been/or will be awarded a position at Kloof High School, and should in no way be construed as an expectation of a place in our School.

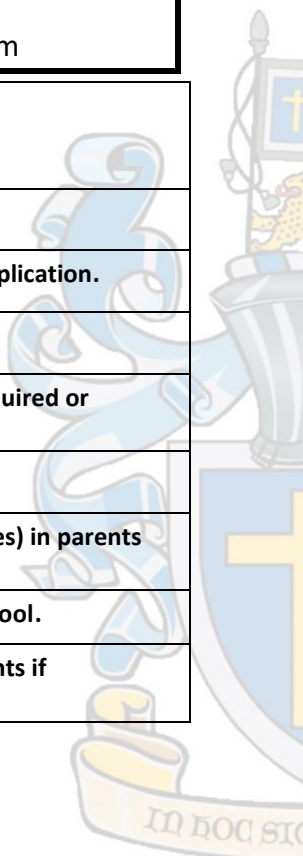
**Kloof High School receives CONSIDERABLY more applications than the number of learners which can ultimately be accommodated.
We strongly recommend that you apply at more than one school.**

- You will receive written notification as to the status of your application.
- If you currently have/had a child at Kloof High School, please be aware that this **DOES NOT** mean a sibling is automatically accepted.
- Applications **WILL NOT** be considered unless **ALL** the required documents are certified.
- Learners **CANNOT** move into the area to live with other people in order to gain admission to this school.
- Admission applications **WILL NOT** be considered unless the 'Conditions of Acceptance' form is signed by **BOTH** parents or legal guardians of the child.

CHECKLIST FOR ADMISSION

The following documents must be submitted with the Application Form

Document	Requirement
School Report	A certified copy of the most recent school report.
Unabridged Birth Certificate	A certified copy of the <u>UNABRIDGED</u> birth certificate or receipt of application.
Recent I.D Sized Photo	1 recent photo of the learner.
Parents' ID Documents	A certified copy of the ID documents of both biological parents is required or A certified copy of death certificate if either parent is deceased.
Guardianship (if necessary)	Proof of legal guardianship - certified copy of the court ruling.
Proof of Residence	A certified copy of current utility account (Electricity & Water or Rates) in parents name only or certified copy of current lease agreement.
Current School Fee Statement	A certified copy of your latest school fee statement from current school.
Proof of Employment	Certified copies of both parents pay slips or 3 months bank statements if unemployed or self employed.



GENERAL INFORMATION

The School Governing Body has determined the Admissions Policy and the following criteria for the admission of learners to the school. The acceptance of any child at Kloof High School is be subject to these Admission Criteria.

RESIDENCE:

Preference is given to residents who live in close proximity to Kloof High School, and can prove that Kloof High School is their nearest state school. Current proof of residence must be provided. Late applications from those whose closest state school is Kloof High School may be placed on a list of applicants waiting for a vacancy. Applications from other areas will be considered.

PROOF OF EMPLOYMENT:

Payslips for **BOTH** parents are required as proof of employment. In the event of being self-employed or unemployed, please supply last three months' bank statements.

AGE LIMITS:

The child should not be more than two years above the average age for the Grade.

PLACEMENT TESTS:

A Baseline Assessment Test written as well as academic performance will be used to determine how the learner shall be placed academically.

RELIGION:

All faiths are valued and appreciated at Kloof High School.

RULES:

All learners admitted to this school are expected to abide by the School's Code of Conduct and School Rules.

ADMISSION:

All applicants will be informed in writing via email to the address given on the Application Form. Acceptance is conditional upon the applicant meeting all admission requirements at year end.

The Admissions Secretary must only be contacted in writing via email.

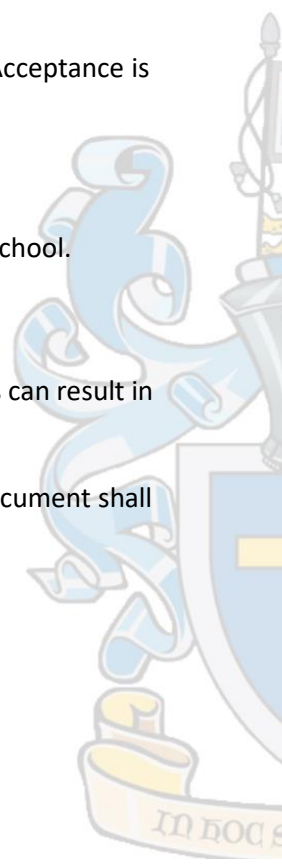
LANGUAGE OF INSTRUCTION:

The Governing Body of Kloof High School has determined that the school will be a single medium school. The language of instruction is English.

GENERAL:

False/incomplete details/fraudulent documents/fraudulent signatures or non-divulgence of details can result in the cancellation of your application.

In the event of failing to sign the annual school fee policy, the last completed and signed policy document shall prevail subject to the right of the school to levy current school fees.



CONDITIONS OF ACCEPTANCE

Please Note: all conditions are subject to the South African Schools' act 84 of 1996

1. **GOVERNING BODY:**

The Governing Body is empowered to determine entrance criteria, to levy school fees and to enforce payment thereof, subject to the above Act. The Governing Body has the authority to make decisions effecting the management and operation of the school, and such decisions are binding on the parent/legal guardian and the child, subject to the Act.

The parent/legal guardian hereby irrevocably consents to the school undertaking any credit checks with the credit bureau for the purpose of determining whether or not such applicant qualifies in terms of the Criteria for Admission. The Governing Body undertakes to keep any information relating to any such credit check confidential. (The credit check clause was agreed to by secret ballot of the parents of Kloof High School present at the AGM on 7 November 2012).

2. **SCHOOL RULES AND REGULATIONS:**

All learners enrolled at Kloof High School shall adhere to the Code of Conduct and School Rules as approved by the Parents, Educators and Learners and signed by their representatives and by an Education Department representative.

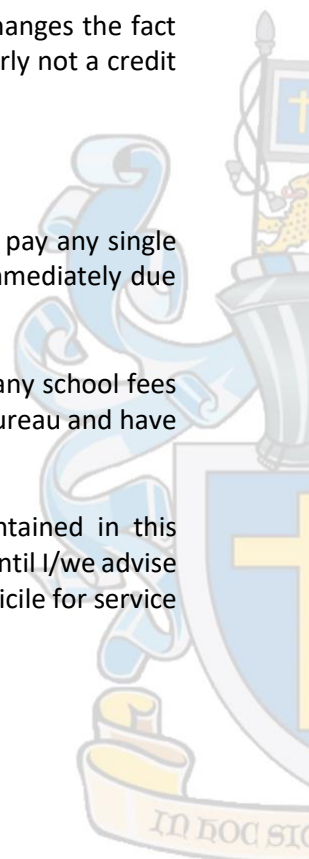
3. **SCHOOL FEE:**

Public school fees are a statutory duty in terms of the South African Schools Act No84 of 1996 (as amended). These school fees are payable annually in advance at the beginning of each school year and as such payment is compulsory unless I/we have been granted an exemption or partial exemption. However, purely in order to reduce the financial burden on parents, the school may extend the terms of payment completely at its discretion.

Should the School grant me such an indulgence, I accept that this undertaking in no way changes the fact that the payment of school fees is a statutory duty and not a voluntary agreement, particularly not a credit agreement as defined in terms of the National Credit Act No.34 of 2005.

Payment is made subject to the following terms and conditions:

- 3.1. If the School allows me/us any form of extended payment and I/we default and fail to pay any single instalment by the due date, then the whole amount that's outstanding will become immediately due and payable.
- 3.2. I/we authorise the school to do credit bureaux searches on me/us and in the event of any school fees due by me/us nor being paid, I/we authorised the school to inform any relevant credit bureau and have my/our name listed with them.
- 3.3. I/we chose the address specified as our residential address and email address contained in this document as my/our chosen legal domicile for service of all legal notices and processed until I/we advise the school in writing of my/our new address, which will then become our new legal domicile for service of all legal notices and processes.



CONDITIONS OF ACCEPTANCE

3.4. That in the event that I/we are not the natural parent and/or legal guardian of the child/ren, then I/we accept responsibility of parent as defined in Section 1 of the Schools Act.

3.5. I/we the parent/ legal guardian undertake that we are jointly and severally liable for school fees and any divorce order is inter-parties binding between the parents and does not affect the parent's liability to the School.

3.6. I/we have been advised of the exemption available to me/us on the school fees.

4. **CO-CURRICULAR ACTIVITIES:**

It is **expected** that learners will take part in the co-curricular activities of the school, including sport tours, cultural activities, and any other excursions arranged by the school, and parents will be expected to consent to this. Specific school activities will require attendance by all learners as spectators, helpers or participants. These activities include Derby Day, Prize-Giving, and other events that they may be selected for from time to time at the discretion of the Principal.

5. **OBLIGATIONS:**

The parent/legal guardian shall be obliged to:

- Immediately inform the school of any change of address, telephone number and email address.
- Inform the school of any case of infectious, communicable or contagious disease that occurs in the learner's household.
- Ensure that the learner complies with the Code of Conduct and Rules of the school.
- Respect the tradition, character and ethos of the school.
- Ensure that the learner attends school timeously on every school day excepting in the case of verifiable serious illness.
- Ensure that all appointments are made after school hours excepting urgent, valid, specialist appointments. Letters requesting these urgent appointments are to be forwarded at least the day before, for the Principal's attention.

Please sign and date below as acceptance of the above criteria:

Name: (please print) _____

Name: (please print) _____

(Signature)

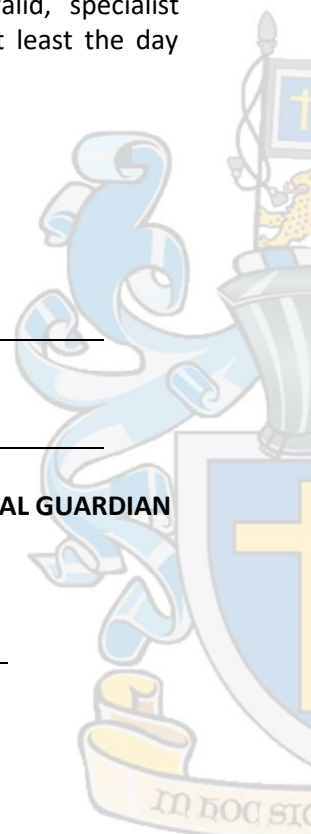
BIOLOGICAL FATHER/LEGAL GUARDIAN

(Signature)

BIOLOGICAL MOTHER/LEGAL GUARDIAN

Date: _____

Date: _____



2023 APPLICATION FORM

PLEASE PRINT CLEARLY

TEMP ADMIN NO.

OFFICIAL USE ONLY

GRADE APPLIED FOR		I.D DOCUMENTS – BOTH PARENTS DEATH CERTIFICATE IF APPLICABLE	
REPORT		UTILITY BILL / LEASE AGREEMENT	
<u>UNABRIDGED BIRTH CERTIFICATE</u>		PAYSLIPS / 3 MONTH BANK STATEMENTS	
CURRENT SCHOOL		CURRENT SCHOOL FEE STATEMENT	

1. LEARNER INFORMATION

Grade applied for: _____ Starting Date: _____

Current School: _____

Surname: _____

First Names: _____

Known as: _____

Male/Female: _____

Date of Birth: _____

Place of Birth: _____

ID Number:

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Race: _____

Home Language: _____

Citizenship: _____

Country of Residence: _____

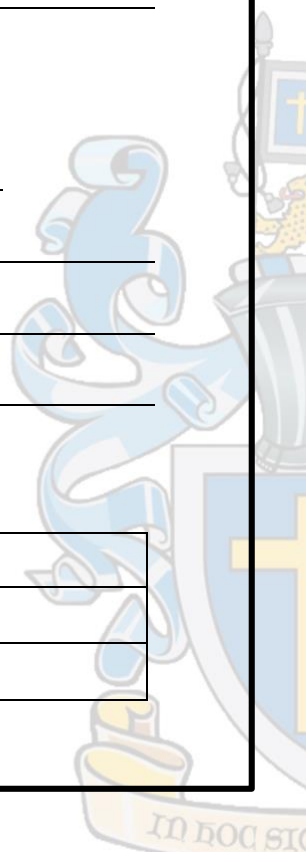
Immigrant? If yes, state date of entry into South Africa: _____

If immigrant - documentation on entry to country and proof of citizenship/study permit? _____

If not South African – Residence Permit Number: _____

Details of other **BIOLOGICAL SIBLINGS (brothers/sisters)**: -

Name	Grade	School



2023 APPLICATION FORM

PARENT DETAIL - BIOLOGICAL MOTHER OR LEGALLY APPOINTED GUARDIAN:

Surname: _____

First Names: _____

ID Number:

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Marital Status: _____

Occupation: _____

Residential Address: _____

Postal Address: (if different from Residential Address) _____

Employer's Name and Address: (If self-employed please supply the details of your Company)

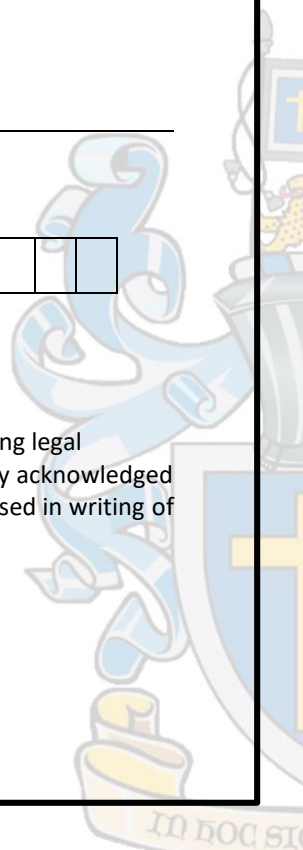
Parent Contact Details:

(Cell): _____ (W): _____ (H): _____

E-mail address:

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Compulsory School Fees are prescribed by law and the Governing Body may enforce their payment by taking legal (SA Schools Act 84 of 1996 – Section 41). The address specified above as your residential address is hereby acknowledged as the chosen legal domicile for service of all legal notices and processes until and unless the school is advised in writing of your new address (domicilium citandi et executandi).



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PARENT DETAIL - BIOLOGICAL FATHER OR LEGALLY APPOINTED GUARDIAN:

Surname: _____

First Names: _____

ID Number:

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Marital Status: _____

Occupation: _____

Residential Address: _____

Postal Address: (if different from Residential Address) _____

Employer's Name and Address: (If self-employed please supply the details of your Company)

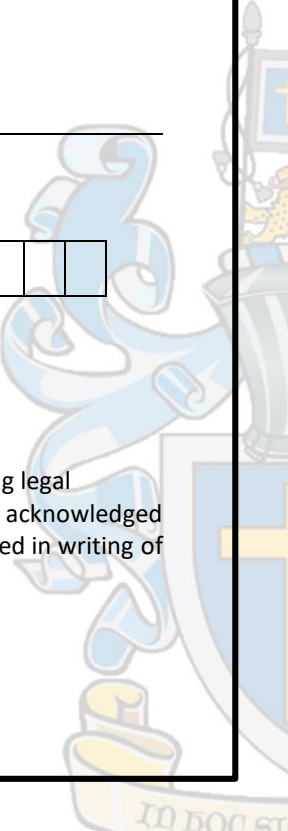
Parent Contact Details:

(Cell): _____ (W): _____ (H): _____

E-mail address:

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FAMILY DETAILS

In the case of separation/divorce:

- Which parent does the child permanently reside with? Mother Father
- Which parent has legal custody if separated/divorced? Mother Father
- Is there right of access by the other parent if separated or divorced? Yes No
- If no right of access by one parent – please give details? _____

MEDICAL INFORMATION

Name of Medical Aid: _____ Medical Aid Number: _____

Principal Member: _____ Medical Aid Plan: _____

Name of family Doctor: _____ Telephone Number: _____

Does the child have any disability or allergy the school should be aware of? Yes No

If yes - details: _____

EMERGENCY CONTACT PERSON (NOT PARENTS): -

Name: _____

Contact Number: _____

Name: _____

Contact Number: _____



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SUBJECT INFORMATION

The medium of instruction at Kloof High School is **ENGLISH**.

1st Additional Language (FAL) Choice - please tick one:

Afrikaans

isiZulu

GRADE 8 SUBJECTS:-

English (Home Language), Afrikaans/isiZulu (FAL), Mathematics, Life Orientation, Technology, E.M.S, Natural Science (Life Science & Physical Science), History, Geography, Creative Arts (Drama & Visual Arts)

GRADE 9 SUBJECTS:-

English (Home Language), Afrikaans/isiZulu (FAL), Mathematics, Life Orientation, Technology, E.M.S, Life Science, Physical Science, History, Creative Arts (Drama & Visual Art)

LINE	GRADE 10 SUBJECT CHOICE – 1 SUBJECT MUST BE CHOSEN FROM EACH LINE	SUBJECT CHOICE
1	English – HL (compulsory)	English
2	Afrikaans or isiZulu - 1 st Add. Lang. (compulsory)	
3	Math or Math Lit. (compulsory)	
4	Life Orientation (compulsory)	Life Orientation
5	Life Science / Physical Science / Geography / History or Business Studies	
6	Accounting / Visual Arts / Geography or History or I.T	
7	Consumer Studies /Life Science / Physical Science / Dramatic Arts / Business Studies /Engineering & Graphic Design / C.A.T or I.T	

LINE	GR11 & 12 SUBJECT CHOICE – 1 SUBJECT MUST BE CHOSEN FROM EACH LINE	SUBJECT CHOICE
1	English - HL (compulsory)	English
2	Afrikaans or isiZulu – 1 st Add. Lang. (compulsory)	
3	Math/Math Lit. (compulsory)	
4	Life Orientation (compulsory)	Life Orientation
5	Life Science / Physical Science / Geography / History or Business Studies	
6	Accounting / Visual Arts / French (2 nd Add. Lang.) / Geography or History or I.T (Grade 11 only)	
7	Consumer Studies / Life Science / Physical Science / Dramatic Arts / Business Studies / Engineering & Graphic Design / I.T or C.A.T (Grade 11 only)	

2023 APPLICATION FORM

Has your child been granted any concessions by the Department of Education in the past?

Yes No

If yes, please attach relevant information to this application and give details: -

Has your child repeated any grade? Yes No

• If yes, please give details of grade and year repeated _____

Has your child had any remediation in the past? Yes No

• If yes, please state type of remediation (Speech Therapy, Occupational Therapy etc.)

CO-CURRICULAR

The following activities are offered at Kloof High School:

SPORT:

Athletics	Chess	Cricket	Cross-Country
Dance Sport	Fishing	Hockey Outdoor	Hockey Indoor
Netball	Rock Climbing	Rugby & Rugby 7's	Soccer
Softball	Swimming	Touch Rugby	Waterpolo

CULTURAL & OTHER CO-CURRICULAR ACTIVITIES:

Accapella Choir	Band	Choir	Debs & Squires
Eco Club	First Aid	Forum Discussion	Interact Club
Media Centre	Peer Tutoring	Public Speaking	School Play
School Magazine (in-house)		Toastmasters	Kloof T.V.

My child wishes to participate in:



2023 APPLICATION FORM

DECLARATION BY THE PARENT/LEGAL GUARDIANS (PLEASE PRINT CLEARLY)

I/we (full names – please print) _____

the parent/s of (full names – please print) _____

hereby declare that the information and documents submitted in this application are true and correct.

I/we undertake:

- to furnish original, authentic documents as required.
- to inform the School in writing of any change of address or telephone number.
- to ensure that my child attends school regularly and notify the School in writing or telephonically should my child be absent from school, stating the reason for absence.
- to ensure that my child complies with the School's Code of Conduct to respect the tradition and character of the School.
- to ensure that my child attends organised school activities.
- to ensure that the application form is complete, if incomplete the application will not be considered. If any information is fraudulent the application will be refused.
- to pay the full school fees in terms of sections 39 and 40 of the South African Schools' Act (Act no 84 of 1996).
- to pay all costs incurred for damage done or losses caused by my child to any school property.

I/we agree that the Principal or his designates may act in loco parentis in the event of any injury, accident or incident in which my child may be involved.

By signing below, I/we understand that the above declaration is binding on myself for this application.

Signature of Father/Legal Guardian

Date

Signature of Mother/Legal Guardian

Date

Witnesses (to be provided by the parent):

1. Name: _____

Signature: _____ Date: _____

2. Name: _____

Signature: _____ Date: _____



2023 APPLICATION FORM

ANNEXURE D

UNDERTAKING TO PAY PUBLIC SCHOOL FEES

I/we, _____ (Full Names – please print)

_____ (ID Numbers)

the undersigned, do hereby confirm that I/we accept responsibility as PARENT as defined in terms of the broader definition of parent in Section 1 of the SA Schools Act No. 84 of 1996 (the Act). This in terms of the education provided / to be provided by Kloof High School (the School) to:

_____ (Learner details)

And specifically undertake to be responsible for the school fees of the said learner as set out in Section 40 of the Act, the details of which I acknowledge the School has advised me on.

I accept the above address as my chosen domicilium for service of all notices and legal documents unless I notify the school in writing of my change of address.

I authorise the School to do credit bureaux searches on me and in the event of any school fees due by me not being paid, I authorised the school to inform any relevant credit bureau and have my name listed with them.

Signed at _____ this _____ day of _____ 20 _____.

Father / Legal Guardian Signature

Mother / Legal Guardian Signature

Witness 1: _____

Witness 2: _____

