



PLEASE INITIAL EACH PAGE AT THE BOTTOM, ACKNOWLEDGING UNDERSTANDING OF THE CONTENT.
(Make a copy for your own records.)

The following MUST accompany the Application Form:

- 2 x recent passport photos of the learner
- Certified copy of the ID of the person allowed to collect the learner

1. RIGHT OF ADMISSION

- The right of admission is strictly reserved.
- Only Primary School learners will be considered for enrolment.
- Applications for enrolment for Aftercare must be submitted on the prescribed form.
- The Aftercare will not provide a service until such time that:
 - The prescribed application form has been completed.
 - All fees, as prescribed, have been paid in advance (monthly over 11 months).

2. PERIODS AND TIMES OF THE AFTERCARE CENTRE

- Operational Monday–Friday during school terms.
- **Times:** End of school day – 18:00
- The Aftercare **will not** operate during school holidays or on public holidays.
- Operational for 11 months (January–November), closing on **30 November 2026**.
- A **R50.00 fine** will be levied for every 15 minutes late after 18:00.

WHAT WE OFFER:

- A light snack (menu attached).
- Daily homework supervision.
- Ball Skills offered every Thursday.
- Hotdogs and games every Friday.

STATIONERY REQUIREMENTS:

ALL Grades (labelled clearly with the learner's name):

◦ 2L ice-cream tub	◦ Ruler
◦ Scissors	◦ HB pencil
◦ Pritt	◦ Colour pencils (12 pack)
◦ Eraser	◦ Blue pen (Gr 4 - 7 ONLY)
◦ Sharpener	



3. FEES PAYABLE

- R750.00 per month (January–November), paid in advance.
 - Signature (Parent/Legal Guardian): _____
- All prescribed fees must be paid monthly in advance in accordance with the ruling tariff of fees, together with any other charges that may be levied in terms of the conditions of enrolment.
- No reduction in fees due or paid will be allowed in respect of days on which a child does not attend the Aftercare for any reason whatsoever.
- In the event of the Aftercare presenting fun activities at school, parents will be liable for additional fees (e.g. jumping castle, water slide, etc.). This must be paid before the day of the activity.

4. DISCIPLINE

Learners should attend the Aftercare regularly and are required to adhere to the rules and regulations. Failure to do so may result in disciplinary action.

RULES AND REGULATIONS:

- Learners may only attend the Aftercare during the opening times listed above.
- Learners should line up outside the designated class neatly and quietly.
- All homework and assignments must be brought to the Aftercare.
- Should a learner not have homework, they will be expected to practise reading, spelling, and maths done during school that day.
- The Supervisor will sign off all homework/revision completed on the day.
- Learners are responsible for packing up all their belongings at the end of the day.
- Learners are expected to behave respectfully towards the supervisor and peers at all times.
- Insolence and bullying **will not be tolerated**.
- Learners **will not** vandalise school property or the belongings of others

Parents will be charged for all damages to school property and assets, and disciplinary action will be taken against the learner.

If recurring discipline problems are experienced, the Aftercare reserves the right to cancel the contract with immediate effect, without refunds.

Please address any issues directly with the Aftercare Manager.



5. ABSENTEEISM

- It is incumbent upon the Parent/Guardian to notify Etham College in the event of a learner being absent for any reason.
- The Aftercare will not accept verbal messages via learners and will only act on written instructions from the Parent/Guardian.

6. RESIGNATIONS, TERMINATIONS AND SUSPENSIONS

- A minimum of one calendar month's written notice is required to withdraw a learner from the Aftercare.
- In exceptional cases, and at the discretion of the Supervisor, the Aftercare reserves the right to dismiss any child without notice. No refund or waiver of monthly or outstanding fees will be granted.
- If no payment is recorded by the 7th of the month, the Aftercare will suspend services to the learner immediately.

7. CHANGE OF ADDRESSES AND TELEPHONE NUMBERS

- The Aftercare must be notified within 24 hours of any change of address or telephone number of the Parent/Guardian.

8. RESTRICTIONS

- The Aftercare, while maintaining a rigid timetable, will not interfere with the school's extra lessons or sports activities.
- The Aftercare will not accept responsibility for the academic progress of learners in its care.
- No guarantee is given that any child will complete all homework assigned by teachers.
- The Aftercare will not assist learners with school projects or provide materials to complete projects.

9. GENERAL

- A learner may only leave the premises with the legal Parent/Guardian unless the Aftercare has received written instruction from the Parent/Guardian specifying the name and ID number of the person collecting the learner.
- Where a person other than the legal Parent/Guardian collects the learner, they must submit a certified copy of their ID document or present the original ID document.



9. GENERAL CONTINUED

- In the event of an accident, the Aftercare reserves the right to transport the learner to a registered medical facility if the legal Parent/Guardian cannot be contacted. The Aftercare will act ***in loco parentis***. The Parent/Guardian will be responsible for the medical account.
- Parents/Guardians will not be admitted to the Aftercare unless accompanied by a staff member.
- The Aftercare will not be held responsible for the loss or damage of any items brought to the Aftercare by learners.
- The Aftercare **will not** provide stationery for learners.
- All learners must be collected from the designated play area or classroom **by 18:00** and signed out by an authorised adult.
- These conditions of enrolment may be amended from time to time at the discretion of the Aftercare Supervisor. Written notification will be communicated to Parents/Guardians.



LEARNER INFORMATION

NAME: _____ SURNAME: _____

GRADE: _____ REGISTER TEACHER: _____

HOME ADDRESS: _____

ALLERGIES: _____ MEDICATION: _____

MEDICAL CONDITIONS: _____

TIME LEARNER WILL BE COLLECTED (NO LATER THAN 18:00): _____

FULL NAME AND ID NUMBER OF PERSON/S AUTHORISED TO COLLECT LEARNER (ATTACH ID DOCUMENT):

1. _____
2. _____
3. _____
4. _____

MOTHER/GUARDIAN DETAILS

NAME: _____ SURNAME: _____

ID NUMBER: _____ CELLPHONE NUMBER: _____

WHATSAPP NUMBER: _____ WORK NUMBER: _____

HOME ADDRESS: _____

FATHER/GUARDIAN DETAILS

NAME: _____ SURNAME: _____

ID NUMBER: _____ CELLPHONE NUMBER: _____

WHATSAPP NUMBER: _____ WORK NUMBER: _____

HOME ADDRESS: _____

DECLARATION

I, (full name of Parent/Guardian) _____ am aware that my child will be under constant supervision, but that the Management of the Aftercare will not be held responsible for any loss of property, injury or loss of life.

DATE

PARENT/GUARDIAN SIGNATURE

LEARNER NAME & SURNAME



WAIVER AND ACKNOWLEDGEMENT

Whilst every reasonable care is taken to ensure the safety and welfare of learners entrusted to the Aftercare, it is a condition of enrolment and admission that the Aftercare shall not be held responsible for any injury to, death of, or loss or damage to the possessions of any learner while in its care.

By signing below, you acknowledge and agree that you waive any claims of whatsoever nature and howsoever arising against the Aftercare in respect of any such injury, death, or loss or damage to possessions while the learner is under the care of the Aftercare.

You further acknowledge that you have received a copy of the Aftercare's conditions of enrolment, which you have read, fully understand, and agree to. Together with the above waiver, these conditions form the basis upon which the Aftercare provides its services.

LEARNER'S NAME	
SIGNATURE OF PARENT/GUARDIAN	
PARENT/GUARDIAN'S FULL NAME IN BLOCK LETTERS	
DATE	