



OFFICE USE ONLY

Child name	
Starting date	
Class allocation	
School starter pack	

Enrollment form

Please provide as much information as possible, write clearly and attach the following supporting documents

- Parents/ legal guardians ID
- Child birth certificate
- Vaccination records (if possible)
- Medical aid card
- Last report (if possible)
- Proof of payment of deposit

Child's information

Full name: _____

Date of birth: _____

Gender Male Female

Home language: _____

Second language: _____

Resides with Both Mother Father Other

Person dropping child at school: _____

Person collecting child from school: _____

If you are using transport please let the school know what company you are using, drivers name and a copy of the contract between you and the transport company.

Has your child attended a preschool?

YES NO

Name of school: _____

Reason for leaving? _____

Does your child have siblings?

YES	NO
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Names and ages: _____

Child's medical details-consent

In a critical medical situation, please bear in mind that there may not be time to refer to the child's medical records. The school, therefore, reserves the right to utilize the most effective medical services available.

I hereby agree that a medical practitioner may provide emergency treatment as may be necessary.

Signature of parent/ guardian: _____

Photographs-consent

Weekly photos will be uploaded to our private Facebook and other social media pages. These photos are private and can only be seen by parents of learners in the school (parents will be invited to join the private pages) If we want to at any time use any photo for marketing purposes the principle will contact the parent directly to ask for such permission.

I hereby consent and give permission to Chubby Cheeks to take photos of my child.

Signature of parent/ guardian: _____

Medical details

Family doctor

Name: _____

Contact: _____

Medical Aid fund: _____

Medical Aid number: _____

Has your child received all immunization?

YES	NO
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If no, please state reason: _____

Has you your child suffered from any of the following illnesses?

Asthma	Enteric fever	Measles	Typhoid fever	Malaria
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Chicken pox	German measles	Mumps	Tick bite fever	Polio
Diabetes	Hepatitis	Whooping cough	Scarlet fever	Diphtheria

Does your child suffer from allergies? _____

If yes, please give details: _____

Does your child suffer from any other illnesses or disabilities? _____

If yes, please give details: _____

Is your child currently receiving medical treatment for any condition? _____

If yes, please give details: _____

Is or has your child suffered from or received treatment for any psychological upset? _____

If yes, please give details: _____

Has your child had any operations? _____

If yes, please give details: _____

Please specify any other relevant medical details: _____

Parents/Guardians

Parents marital status

Married	Single	Divorced
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Parental status

Child living with parents	
Shared custody	
Child living with mom	
Child living with dad	
Child living with guardian	
Other	

Mother

Mothers Name: _____

Mothers ID no: : _____

Physical address: _____

Place of employment: : _____

E-mail address: : _____

Work no: : _____

Home no: : _____

Cell no: : _____

Father

Fathers Name: _____

Fathers ID no: : _____

Physical address: _____

Place of employment: : _____

E-mail address: : _____

Work no: : _____

Home no: : _____

Cell no: : _____

Declaration of parents/ legal guardians

We, the undersigned, _____, hereby certify that the information given by us in this Application for Admission is complete and accurate. We also agree to the conditions as set out herein.

Mother/ legal guardian sign: _____

Father/ legal guardian sign: _____

Date: _____

Emergency contact information

Details of additional contacts (not parents) in case of an emergency.

Name: _____

Cell no: _____

Relationship: _____

Authorized to pick child up from school?

YES	NO
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Name: _____

Cell no: _____

Relationship: _____

Authorized to pick child up from school?

YES	NO
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Financial terms and conditions

ACCEPTANCE OF LIABILITY 1.1 The person responsible for the account (hereafter the Account Holder) as set out in the standard Application for Admission (hereafter the Application) herewith assumes liability for the account, alternatively binds him-/herself as co-debtor and surety for payment of all fees to the school. 1.2 The legal guardian, as described in the Application, binds him-/herself as surety and co-debtor for the payment of all fees by the Account Holder or any other payments that may arise from this Agreement.

2. TERMS OF PAYMENT 2.1 It is recorded that fees are determined at the beginning of the year and that the Account Holder is informed of the result in writing. 2.2 The Account Holder shall immediately inform the School if he / she has not received an invoice at the start of the academic year. 2.3 Fees for 12 (twelve) months are payable monthly in advance by means of an eft on or before the 2nd (second) day of each calendar month or annually in advance by 31 December, depending on the tee payment option exercised by the Account Holder in the Application. 2.4 The School reserves the right to charge interest of 15% (fifteen per cent) on all accounts that are in arrears by 30 (thirty) days or longer. 2.5 Payment of monthly fees is not subject to presentation of a statement. Payments are made in accordance with the applicable fee structure of the School. 2.6 In the event where an existing account is / has not been managed in the proper manner, no further Applications will be considered.

3. BREACH OF CONTRACT In the event where the undersigned surety, Account Holder or legal guardian commits a breach of contract of any of the terms of this Agreement, the School may in its sole discretion: 3.1 Refuse the child entry to the School's premises until the breach has been remedied; or 3.2 Claim damages from the Account Holder and / or the surety and legal guardian; or 3.3 Take whatever legal steps that may be necessary.

4. GENERAL This Agreement constitutes the whole Agreement between the parties relating to the subject matter hereof. No amendment or consensual cancellation of this Agreement or any provision or term thereof or of any Agreement, bill of exchange or other document issued or executed pursuant to or in terms of the Agreement and no settlement of any disputes arising under this Agreement and no extension of time, waiver or relaxation or suspension of any of the provisions or terms of this Agreement or of any Agreement, bill or exchange or other document issued pursuant to or in terms of this Agreement shall be binding unless recorded in a written document signed by the parties. Any such extension, waiver or relaxation or suspension which is so given or made shall be strictly construed as relating strictly to the matter in respect whereof it was made or given.

5. JURISDICTION This Agreement is subject to South African law.

6. CREDIT INFORMATION The Account Holder, surety or legal guardian hereby consents to the disclosure and exchange of personal financial information to a credit bureau or financial institution in accordance with the National Credit Act.

7. DOMICILIUM The parties choose as their domicilia citandi et executandi the addresses set out in the Application.

8. LEGAL FEES In the event where the School takes legal action against the Account Holder, he / she will be liable for all legal fees on an attorney client scale, collection costs and commission, interest and tracing fees.

9. CANCELLATION 9.1 The Account Holder undertakes to give one school term (or four months) written notice of termination of the enrolment of a child, failing which the liability be incurred for the full amount of the remainder of the four month period.

Account holder signature: _____

Date: _____

General indemnity

1. The School and the Chubby Cheeks Director undertake to implement reasonable and generally acceptable/measures with regard to the safety and well-being of all children, educators and visitors to the School.

12. Due to the nature of the matter, the school and the Chubby Cheek Directors do not accept any responsibility for accidents that may take place within the school property.

3. Each parent is therefore requested to complete this form as proof that you accept the position of the School and the Chubby Cheeks Director asset out above as well as the risks involved therewith.

4. I _____, being the parent / legal guardian of _____ who is enrolled as such and accepted by the School, subject to the terms set out herein, indemnify the School and the Chubby Cheeks Director for the time being for any losses or damages in general, however they may occur, that I, as parent / legal guardian of the above child may suffer as a result of any occurrence, whereby the child may be involved, whether as the causing or suffering party, whilst participating in any school activity, except if such loss or damage arises as a consequence of the gross negligence or willful misconduct of the School or the Chubby Cheeks Director or any person acting for or controlled by the School or the Chubby Cheeks Director.

Parent/ legal guardian signature: _____

Date: _____

Parent contract (must be signed by all parents / legal guardians)

1. This agreement relates to the enrollment and admission of your child to the school and also regulates the relationship between the school, your child, yourself and/or a third party once your child is admitted and enrolled with the school.

2. In order to fulfil our obligations we need your cooperation. You are required to maintain a courteous and constructive relationship with all school staff

3. The Director may, at her sole discretion, require you to remove, or may suspend or expel your child, if your behavior is, in the reasonable opinion of the Director, so unreasonable as to affect, or is likely to affect, the progress of your child or another child/ other children at the school or the wellbeing of staff or to bring the school into disrepute.

4. The Director of Chubby Cheeks Pre-school have the right to cancel this contract at any time for any reason provided it gives you a term's notice. At the end of the term in question, you will be required to withdraw your child from the school.

5. The school may cancel this contract immediately and has no obligation to return any deposit if you are in material breach of any of your obligations and have not (in the case of a breach which is capable of remedy) remedied the material breach within 20 (twenty) business days of a notice from the school requiring you to remedy the breach.

6. For purposes of this contract, a material breach is considered to exist where you or your child

6.1 Fail to uphold the rules of the school

6.2 Act in such a way that you or your child become seriously and unreasonably uncooperative with the school and, in the sole opinion of the Director, you or your child's behaviour negatively affects your child's or other children's progress at the school, the wellbeing of the staff or brings the school into disrepute.

7. The school shall be entitled to terminate the enrollment of any child summarily, and with immediate effect, if the child is guilty of an offence which, in the sole opinion of the Director, renders their continued enrolment at the School impossible.

Mother/ legal guardian sign: _____

Father/ legal guardian sign: _____

Date: _____