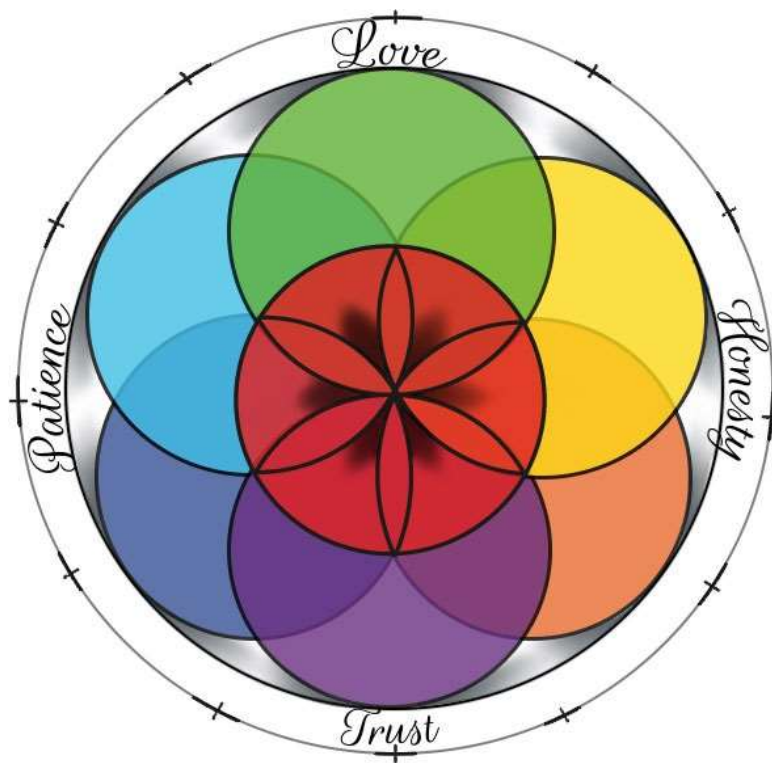


# Fairlands Montessori Enrolment Form



**"Montessori is an education for independence, preparing not just for school, but for life"- Maria Montessori**

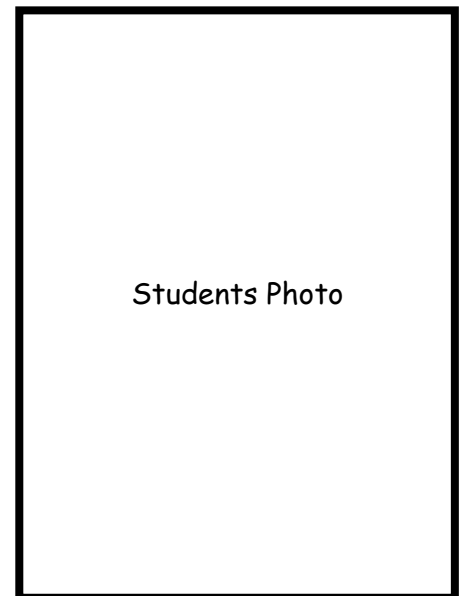
# Enrolment Contract Fairlands Montessori

THE FOLLOWING MUST PLEASE ACCOMPANY THIS SIGNED AND COMPLETED CONTRACT

A recent passport sized photograph.	
A copy of the student's birth certificate.	
Immunisation card (clinic card)	
Certified photocopies of the front page of the Identity Documents of both parents /guardians	
Payment of the registration fee (NON-REFUNDABLE)	
Report of additional specialist intervention (e.g. Occupational Therapist Report)	

## Students Information

Name	
Surname	
Students preferred name	
Date Of Birth	
Age:	
Gender	
Nationality	
Home Language	
Previous School/s	



Initial



# Enrolment Contract Fairlands Montessori

PLEASE READ THE ENTIRE DOCUMENT, INITIAL EACH PAGE,  
SIGN IN FULL AND RETURN TO FAIRLANDS MONTESSORI.

PARENTS/GUARDIANS DETAILS	
FATHER'S DETAILS	
Title	
First Names	
Surname	
Marital Status	
Id Number	
Occupation	
Employee	
Work Telephone	
Home Telephone	
Cell Number	
E-mail Address	
Postal Address	
Residential Address	

MOTHER'S DETAILS	
Title	
First Names	
Surname	
Marital Status	
Id Number	
Occupation	
Employee	
Work Telephone	
Home Telephone	
Cell Number	
E-mail Address	
Postal Address	
Residential Address	



Initial

# Enrolment Contract Fairlands Montessori

I / We the parent(s) / Legal guardian(s) ("Applicant(s)") of  
Student's Full Name

Hereby confirm the admission of the pupil named above to

**FAIRLANDS MONTESSORI Pre-Primary**

I / We hereby declare that the information supplied by us in this agreement is complete and accurate.

I / We have read, understood and agree to all the rules and conditions as contained in this booklet including

- Conditions of Admission, Fairlands Montessori parents handbook, Medical Information and Consent Form and Indemnity
- Declaration and Appointment in loco parentis.

This agreement shall take effect immediately upon signature hereof and shall continue for the duration of the enrolment of the pupil at Fairlands Montessori Pre-Primary

PARENTS/GUARDIAN		DETAILS			
Relationship to student	<input type="checkbox"/> Father	<input type="checkbox"/>	<input type="checkbox"/> Mother	<input type="checkbox"/>	<input type="checkbox"/> Guardian
Full Name					
I.D Number					
Nationality					
Date			Signature		
Relationship to student	<input type="checkbox"/> Father	<input type="checkbox"/>	<input type="checkbox"/> Mother	<input type="checkbox"/>	<input type="checkbox"/> Guardian
Full Name					
I.D Number					
Nationality					
Date			Signature		
Student Lives With	<input type="checkbox"/> Father	<input type="checkbox"/>	<input type="checkbox"/> Mother	<input type="checkbox"/>	<input type="checkbox"/> Guardian
Full Name					
I.D Number					
Nationality					
Date			Signature		
Person Responsible for Account					
Send Communication to	<input type="checkbox"/> Mom	<input type="checkbox"/> Dad	<input type="checkbox"/> Both	<input type="checkbox"/> Guardian	



Initial

# Enrolment Contract Fairlands Montessori

EMERGENCY CONTACT	DETAILS
Name	
Relationship to student	
Work Number	
Home Number	
Cellphone Number	

Name	
Relationship to student	
Work Number	
Home Number	
Cellphone Number	

I/WE HEREBY GIVE PERMISSION THAT PHOTOS OF MY CHILD / CHILDREN MAY BE USED FOR THE SCHOOL'S SOCIAL MEDIA (I.E FACEBOOK, TWITTER) PURPOSES

Date	
Name	
Signature	



# Conditions of Admission to Fairlands Montessori

1. The Applicant/s and the Student will be bound by the rules, regulations, policies, and procedures of Fairlands Montessori Pre-Primary as laid down by the owners and the heads of the school. The Applicant/s confirm that by signing this enrolment contract, that he / she / they will have read, and discussed the Fairlands Montessori Pre-Primary Parents Handbook.
2. The Applicant/s hereby acknowledge and confirm that they are personally liable for all terms and conditions herein and to be effected in terms hereof, including but not limited to: Fairlands Montessori Pre-Primary Parents Handbook
3. The Applicant/s and the Students undertake at all times to uphold the good name and reputation of Fairlands Montessori Pre-Primary.
4. The Applicant/s accept that personal possessions of the Pupil are not covered in any risk insurance by Fairlands Montessori Pre-Primary and that the Applicant/s are responsible for supplying adequate cover for the Pupil's personal possessions.
5. The Applicant/s accepts liability for any loss or damage suffered by Fairlands Montessori Pre- Primary arising from any conduct of the pupil, howsoever caused.
6. The Applicant/s understand that Fairlands Montessori Pre-Primary will constantly endeavour to take such steps as may be reasonably required in the circumstances to do what it can to ensure an environment free from harm and / or loss, taking into account what can be reasonably foreseen and provided for in the circumstances.
7. The Applicant/s hereby indemnify and hold blameless Fairlands Montessori Pre-Primary, its shareholders, directors and employees against any loss, damage or injury which may be sustained from whatever cause excluding gross negligence, whether on Fairlands Montessori Pre-Primary property or in any extra mural activity that the student may participate.
8. The Applicant/s understands that the information contained in the enrolment contract constitutes a material representation relevant to the acceptance of the enrolment of the Applicant's/s' child as a Pupil and the Applicant/s warrant that all information contained in the enrolment contract is true, complete and accurate.
9. The Applicant/s further agree that any change in information supplied in this agreement including but not limited to the Applicant/s marital status, residential status or employment status does not alleviate the agreement made herein, and any such change will be reported in writing to Fairlands Montessori Pre-Primary.
10. Any relaxation or deviation from the terms of this agreement, which may have arisen in the past or may arise in the future, shall not be deemed to be a waiver of Fairlands Montessori Pre-Primary rights to enforce strict compliance with these conditions without further notice.



Initial

11. This agreement shall be deemed to be concluded upon the enrolment of the Pupil by Fairlands Montessori Pre-Primary, and on the payment of the registration and admission fee stipulated by Fairlands Montessori Pre-Primary and shall constitute the whole agreement between the parties and no amendment, alteration, addition, variation, representation or warranties, whether expressed or implied, will be of any force or effect unless reduced to writing and signed by both parties.
12. All legal correspondence between the Applicant/s and Fairlands Montessori Pre-Primary sent by Fairlands Montessori Pre-Primary shall be delivered by hand, either directly to the Applicant/s or via the Pupil or sent by pre-paid registered post. The correspondence shall be deemed to have been received on the date of delivery or on the 5th business day after posting. In regard to all correspondence by the Applicant/s to Fairlands Montessori Pre-Primary, the onus of proof of delivery shall rest on the Applicant/s.
13. The Applicant/s acknowledge that Fairlands Montessori Pre-Primary shall be entitled to recover all legal costs incurred by it, in order to enforce its rights under this agreement, including but not limited to attorney and own client fees and collection and tracing charges.
14. The Applicant/s understand that by signing this form he /she / they consent to Fairlands Montessori Pre-Primary conducting whatever enquiries may be considered necessary to verify any information given in this application, including confirming his / her / their credit rating with a national Credit Bureau and contact with previous schools of the Pupil.
15. On termination of this agreement for any reason whatsoever, the Applicant/s undertake to immediately withdraw the Pupil from Fairlands Montessori Pre-Primary and to make satisfactory arrangements for the Pupil's attendance at any alternative school.
16. Fairlands Montessori Pre-Primary shall be entitled to cancel this agreement by giving the Applicant/s 1 (one) months written notice to this effect.



Initial

# Payment of Fees

1. School fees in the annual fee structure from time to time, are payable monthly in advance, by the 1st of the month.
2. Interest shall accrue on all fees and disbursement not paid by the due date at a rate to be determined by the Board from time to time, which rate shall not exceed the maximum rate prescribed by law. The said interest shall be calculated and compounded monthly in arrears from due date to date of payment, both days inclusive.
3. The Applicant/s will be liable for Fairlands Montessori Pre-Primary customary charges and necessary disbursements incurred in the administration relating to the late or non-payment of the said fees.
4. The Applicant/s consent to the jurisdiction of the Magistrate's Court in respect of any action to be instituted by Fairlands Montessori Pre-Primary.
5. In the event that Fairlands Montessori Pre-Primary is obliged to institute legal action for outstanding school fees and related expenses due by the Applicant/s then, and in that event, the Applicant/s shall be liable to Fairlands Montessori Pre-Primary for all expenses incurred in collecting any amount owing by the Applicant/s, which expenses shall include all legal charges on the scale as between attorney and- own-client, collection commission and tracing fees.
6. Without limiting or detracting from Fairlands Montessori Pre-Primary rights to enforce payment of any and all monies not paid on or before due date to Fairlands Montessori Pre-Primary by the Applicant/s, Fairlands Montessori Pre-Primary may, in its sole discretion:
  - (i) Suspend the Pupil from attending the classes until such date as all fees and monies have been paid in full.  
Withhold the release of reports, and transfer cards until such date as all fees and monies have been paid in full.
7. School fees are subject to an annual increase.
8. All incidental expenses incurred during the course of the term shall be due and payable as and when charged and upon presentation of the statement of account.
9. The Applicant/s agree to the upfront payment of the NON REFUNDABLE registration and administration fee as per the current fee structure, prior to admission and acceptance of the Pupil to Fairlands Montessori Pre-Primary.
10. The Applicant/s acknowledge that the inability of the Pupil to attend school or the absence of the Pupil from the school does not relieve the obligation to pay school fees.
11. One (1) calendar months' notice must be given in writing of a Pupil's intention to leave Fairlands Montessori Pre-Primary or one (1) months' notice will be billed and payable in lieu of notice;
12. The Applicant/s accept joint and several liability for the due and punctual payment of such school fees or other amounts which may become due and payable to Fairlands Montessori Pre-Primary or in respect of attendance or participation by the Pupil in any extramural or school related activities.

Initial

## Banking details:

Fairlands Montessori

Bank: FNB Northgate

Branch code: 256755

Account Number: 62628334162

Ref: Child's Name and Surname





## Fee Structure - 2020

A non-refundable registration fee of R1200 will secure your place and will be used to maintain equipment and included stationery. Toiletries on the list provided (excluding nappies) must please be brought on the first day your child starts at Fairlands Montessori, thereafter at the beginning of each New Year.

### Fees payable over 11 months

PLEASE clearly mark with a (X) which payment option you will be taking:

School Hours	Monthly		Annual (PAID before 1 <sup>st</sup> January 2020)	
Full Day (7:00-18:00) incl. Holiday school	R4300		Full Day (7:00-18:00) incl. Holiday school	R42 570
Full Day (7:00-18:00) excl. Holiday school	R3800		Full Day (7:00-18:00) excl. Holiday school	R37 620
Half Day (7:00-13:30) incl. Holiday school	R3800		Half Day (7:00-13:30) incl. Holiday school	R37 620
Half Day (7:00-13:30) excl. Holiday school	R3300		Half Day (7:00-13:30) excl. Holiday school	R32 670

- There will be a yearly fee increase in January of each year.
- All monthly fees are payable by the 2<sup>nd</sup> day of each month, including during the holiday times. A 10% levy will be added on to late fees. Fees not received by the 7<sup>th</sup> working day of the month will result of the child being denied access to the school until the full outstanding amount has been settled.
- Late collections will be charged a rate of **R50 per every 15 minutes**.
- We offer a 10% discount for siblings attending the school at the same time.
- 10% discount is offered for fees settled in full before the start of the new school year.
- EFT payments are to be paid to the following, using your child's name and surname as reference:

Father:	Father Signature:	Date:
Mother:	Mother Signature:	Date:



# Medical Information

Student's Name and Surname				
Student's Gender				
Medical Aid Scheme				
Principal Member				
Membership Number				
Doctors Name				
Doctors Telephone Number				
Student Blood Type				
Previous Illness	Allergies		Nose Bleeds	
	Asthma		Blood pressure	
	Diabetes		Epilepsy	
	Eczema		Fits/blackouts	
	Fainting		Headaches	
	Hay fever		Heart Conditions	
	Hearing Problems		Sight problems	
Other Illnesses: Please Specify Incl. Any Physical or Physiological Limitations				
Any other relevant Medical Information				

The Applicant/s, in his / her / their capacity as parent / guardian of the pupil consent to the exercise of the necessary parental powers by the Head and teacher over the pupil whilst the pupil is on the Fairlands Montessori Pre-Primary premises and / or engaged in any activity in connection with or incidental to Fairlands Montessori Pre-Primary, extra murals, recreational or otherwise and herewith confirm their appointment in loco parentis, having all necessary authority and without limiting the generality in case of emergency, regarding any medical treatment, operation, or blood transfusions.

The Applicant/s accept/s responsibility for payment of all medical / hospital and related costs, and undertake/s to refund Fairlands Montessori Pre-Primary, immediately on demand, such funds dispersed by Fairlands Montessori Pre-Primary.

	Father/Guardian	Mother/Guardian
Signed		
Full Names		

**\*BOTH PARENTS MUST SIGN**



# Indemnity Form

I/We, the undersigned, of ..... of  
*PARENTS' / GUARDIANS' FULL NAMES*

.....  
*CHILD / CHILDREN'S FULL NAMES*

Acknowledge that in certain situations there may be insufficient time to contact Parents / Guardians or to refer to Medical Records, and consequently the school representative is authorised to utilise the most appropriate medical services available. And we therefore:

1. Delegate to the Owners, Heads of Fairlands Montessori or his / her representative, the power to authorise whatever medical treatment he / she in their sole discretion deems necessary for the pupil, and in doing so agree that the Heads of Fairlands Montessori and / or his / her representative should act in loco parentis.
2. Indemnify and hold Fairlands Montessori Pre-Primary, owners and employees, harmless in respect of all loss or damage, whether to person or to property, from any cause howsoever arising, which may be sustained by the pupil stipulated or his / her property or possessions, whilst on school property or extra murals, activity or as a result of medical treatment administered under paragraph 1 above.
3. Agree that this indemnity and appointment in loco parentis shall commence on the date of signature hereof and remain in force and effect for the duration of the pupil's enrolment at Fairlands Montessori Pre-Primary.

This done and signed at this the day of (month) (year).

This done and signed at ..... this the ..... Day

Of ..... (Month) ..... (Year).

	Parent/ Guardian	Witness 1	Witness 2
Signed			
Full Names			

