



**SOUTHSIDE  
Preparatory**

**A Montessori School**

**2025**

**APPLICATION FORM**

**[www.southsideschools.co.za](http://www.southsideschools.co.za)**

**KIBLER PARK CAMPUS**

19 VIRGINIA PLACE

KIBLER PARK

JHB SOUTH

GAUTENG

**082 920 8042/ 067 232 7994**

**[admissions@southsideschool.co.za](mailto:admissions@southsideschool.co.za)**



# CHILD INFORMATION

Name:

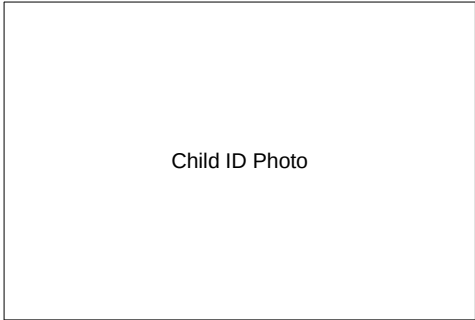
Surname:

Gender:  Female  Male

Age:

Date of Birth:

ID Number:



Residential Address:

Home Language:

Religion:

Enrolment year:  Grade:

Siblings enrolled at the school:

Current school and grade:

Allergies:  None  Yes (Specify details of allergies)

Allergic to:  Medication:

Allergic to:  Medication:

Allergic to:  Medication:

Medical Aid Fund:

Medical Aid number:

Principal Member:

Family Doctor:  Tel. No.

Paediatrician:  Tel. No.

Illnesses:



Has your child any learning difficulties? Please state them:

Should any learning difficulties be identified by our school, would you agree to your child being referred to an educational psychologist at our request?

Yes I agree:

ID no:

No I do not agree:

ID no:

Citizenship:

Race:

Family Structure:  Married  Separated  Divorced  Single  Widowed  Living together

Number of children in the family:

## PARENT INFORMATION

### Mother

Name:

Surname:

ID Number:

Physical Address:

### Father

Name:

Surname:

ID Number:

Physical Address:

### Contact Number

Cell:

Office:

Home:

Other:

Email:

### Contact Number

Cell:

Office:

Home:

Other:

Email:

Occupation:

Occupation:

Work Company Name:

Work Company Name:



Work Address:  Work Address:

**Contact person other than Parent**

Name:   
Relationship:   
Contact Number:

**Contact person other than Parent**

Name:   
Relationship:   
Contact Number:

Person liable for Fees:

Signature:

**AGREEMENT AND DECLARATION**

I/ We the parents/ guardian, of \_\_\_\_\_ have read the school information and material furnished and agree to our child submitting to the academic programme, disciplinary regulations and all other requirements for her/his education and development instituted by the administration and carried out by the Principal and staff at South Side Preparatory School.

We declare that the contents of the Application Form are true and accurate and accept the school rules.

Signature    
Father/ Guardian ID/ Passport number

Date

Signature    
Mother/ Guardian ID/ Passport number

Date





## **Registration & Admission Procedure**

## Registration & Admission Procedure

Telephonic/email enquiry is made by interested parents.

An appointment is made with authorised personnel for a tour of the school.

Email completed and signed application forms to [admissions@southsideschools.co.za](mailto:admissions@southsideschools.co.za)

**Provide copies of the following documentation with the application from:**

Copy of Birth Certificate

Copy of latest Report Card or Assessment Report

Copy of Immunisation Card

Copy of Parents ID

Upon acceptance of application form.

First invoice is processed and emailed to parents.

First Invoice includes (registration Fee, first months school fees, and Edu-Demo fees)

Which are payable prior to commencement of attendance.





## **FEE SCHEDULE**

## SCHOOL FEES

- Registration Fee of R 500.00 Payable on acceptance. Fee is Non-Refundable.

- An increase is applied on school fees at the beginning of every new year.

### Payment of Fees:

Fees can be paid by EFT, Cash deposit at the bank or Debit Order.

#### EFT Account details

Bank Name	FNB (First National Bank)
Account Name	SouthSide Preparatory school( PTY) LTD
Account Nr	<b>63119435980</b>
Branch Code	250655
Account type	Current Account
Reference	Child name and surname

**NO CHEQUES ACCEPTED.**

#### Discounts:

A 5% discount will be allowed if the full annual fees are paid in advance by 31 January 2025.

#### Notice Period:

**A notice of one full calender month (30 days) to terminate enrolment is required. School fees are due and payable for the notice period.**

## EDUCATIONAL DEMO FEE

**Educational Demo Fee for Preschool and Grade R is R2000 payable in the first term:**

**Inclusive of the following:**

**Educational Demo Fee for Toddlers is R1500 payable in the first term:**

**Inclusive of the following:**

- Extra mural participation, unless specified otherwise.
- Montessori Materials Levy
- Music and Dance
- Stationery
- Class Art supplies
- Library participation Levy

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## SCHOOL FEE POLICY AND TERMS OF PAYMENT

The School prepares the annual budget based on what is required to run and manage the school efficiently for the year. Fees are determined in consideration of the budget.

Payment of school fees is compulsory for the full academic year of enrolment and may be paid in the following ways:

- Annual Fee Payment in full by 31<sup>st</sup> January or on enrolment
- Term Fee Payment made in advance in full by the 31<sup>st</sup> of the first month of every term
- Monthly Fee Payment in advance by the 1<sup>st</sup> of every month via debit order over 12 months.

Interest will be charged on overdue accounts at a rate of 10% on amount owed. Failure to settle overdue accounts timeously will result in the following:

- 30 days - referred for Administration.
  - 60 days - handed over to the School's Collection Agent.
  - 90 days – The learner being sent home.
- The School will reserve the right to exclude the child from classes until all areas school fees have been fully settled.

In the instance where a parent(s) / legal guardian(s) account is handed over to the school's Collection Agent for collection, the parent(s) / legal guardian(s) shall be liable for all fees, including legal fees, which may arise in consequence to the handover.

The school reserves the right not to register and enrol new learners should school fees from a previous school be outstanding

One full term's notice, in writing, is required when removing a learner from school for whatever reason. Failure to do so will result in full payment for 1 calendar term.

On acceptance, an enrolment fee is payable for all new learners before classes may be attended. This will secure the place offered. An invoice will be included in the acceptance pack. The school reserves the right to cancel the child's enrolment in the event that this fee is not paid.

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## SCHOOL FEES

Class/ Grade	Monthly Fees	Term Fees	Annual Fees
Infant Program	R 2 600,00	R 7 800,00	R 31 200,00
Toddler Class	R 2 850,00	R 8 550,00	R 34 200,00
Pre-School	R 2 850,00	R 8 550,00	R 34 200,00

### Southside Preparatory School

I/We \_\_\_\_\_ the Parents of \_\_\_\_\_

hereby confirm that I/We have read and understand the above mentioned Parent Financial Terms with regards to Fees of Southside Preparatory school and We agree to the terms described herein as per the conditions set out in the above schedule of Fees.

Signature of Parent or Guardian 1 \_\_\_\_\_

Date \_\_\_\_\_

Signature of Parent or Guardian 2 \_\_\_\_\_

Date \_\_\_\_\_

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