



North Crest Academy Application for Admission

165 Thabo Mbeki Dr, Mokopane, Limpopo, 0601
P.O. Box 1824, Mokopane, 0600 / Fax: 0867766642
Tel: 015 491 6419 / Cell: 082 581 5233
Email: northcrestacademy@gmail.com

ID PHOTO

Banking Details: NEDBANK, Acc No: 1427329893, Mokopane, Ref: Student Name and Surname

Study Year Applying for: _____ Applying for: ☐ Day Scholar ☐ Boarder

1) Details of student

Surname: _____	Known As: _____
Full Names: _____	Home Language: _____
ID Number: _____	Citizenship: _____
Gender: <input type="radio"/> Male <input type="radio"/> Female	Lurits Nr: _____
Place of Birth: _____	Date of Birth: _____
Last School Attended: _____	Grade Applied: _____
Medical Aid Name: _____	Member Number: _____
Name of Doctor: _____	Tel No of Doctor: _____

2.1) Personal Details of Parent Guardian

Relationship to Student:

☐ Legal Parent ☐ Grand Parent
☐ Step Parent ☐ Guardian
Title: ☐ Mr ☐ Mrs ☐ Miss

Surname: _____
Full Names: _____
ID Number: _____
Residential Address: _____

Postal Address: _____

Occupation: _____
Company: _____
Tel No (H): _____
Tel No (W): _____
Cell No: _____
Fax No: _____
Email Address: _____
Marital Status: _____

2.2) Personal Details of Parent Guardian

Relationship to Student:

☐ Legal Parent ☐ Grand Parent
☐ Step Parent ☐ Guardian
Title: ☐ Mr ☐ Mrs ☐ Miss

Surname: _____
Full Names: _____
ID Number: _____
Residential Address: _____

Postal Address: _____

Occupation: _____
Company: _____
Tel No (H): _____
Tel No (W): _____
Cell No: _____
Fax No: _____
Email Address: _____
Marital Status: _____

In the event of divorce, please indicate who has legal custody over the child: _____

Emergency contact person in case the parents cannot be reached:

Name and Surname: _____ Cell: _____

Relationship to Student: _____

NOTE: I hereby give parental consent to management staff of North Crest Academy to act on my behalf in my absence, should it be for emergency or non-emergencies purposes, in the best judgement of my child / wards care, as my child / wards care is being placed in the custody of North Crest Academy while attending School and Boarding.

How did you know about us? ☐ Facebook ☐ Poster in a Taxi ☐ Recommended by Staff member
☐ Recommended by previous student ☐ Other: _____ (Specify)

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____

3) Scholastic Particulars

Date of Admission to North Crest Academy: ____ / ____ / ____ Medium of Instruction: English

Has this child ever been refused admission or been expelled from another school? ☐ Yes ☐ No

If so give name(s) of the school(s): _____

Has the child ever used drugs / using drugs at present? ☐ Yes ☐ No

NOTE: Students from the age of 15 years old and older could be randomly tested for drug use before acceptance.

4) Medical Particulars of Student

Allergies, if any please explain: _____

Please indicate against which of the following diseases he / she has been immunised:

Diphtheria: ☐ Yes ☐ No Date: ____ / ____ / ____

Tetanus: ☐ Yes ☐ No Date: ____ / ____ / ____

Typhoid: ☐ Yes ☐ No Date: ____ / ____ / ____

Whooping Cough: ☐ Yes ☐ No Date: ____ / ____ / ____

Tuberculosis: ☐ Yes ☐ No Date: ____ / ____ / ____

Poliomyelitis: ☐ Yes ☐ No Date: ____ / ____ / ____

Name of any other disease against which he / she has been immunised: _____

Does the student have any disabilities? Please name: _____

NOTE: North Crest Academy does not admit students with serious chronic or terminal illnesses (i.e. epilepsy or asthma)

Is the student (Girl) currently pregnant? ☐ Yes ☐ No If Yes, how many months? _____

5) Visitors

Please indicate people who may come and visit the student in case you are not available.

Surname	Name	Relation to Student	ID Number / DOB

**Please attach a valid ID document for visitor.

6) Documents

The following documents should be attached and submitted with the application form:

- A certified copy of both parents ID documents.
- A certified copy of the child's birth certificate.
- A certified copy of the child's immunisation card.
- A certified copy of the child's most recent school report.
- Proof of residence.
- 4x Recent ID Photos (Coloured) of the child.
- A copy of the medical aid card if the child is a member of a medical aid.
- Signed school and hostel rules.
- The required admission fee must be paid when submitting the application form.
- 3x Months' payslip and 3x month bank statement of the person responsible for account.

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____

7) Subjects

Language Choices Grade 1 – 3

(Choose only 2)

English Home Language: o
Afrikaans First Additional: o

Language Choices Grade 4 - 9

(Choose only 2)

English Home Language: o
English First Additional: o
Sepedi Home Language: o
Afrikaans First Additional: o

Subject Choices Grade 10, 11 & 12

Only 2 Language Allowed, and Total of 7 subjects – Compulsory

Grade 10 students repeating, may select all new subjects.

Grade 11 students may change two subjects only.

Grade 12 students may change one subject only.

Physical Science may only be selected with Pure Mathematics.

Grade 12

Compulsory Subjects

English Home Language: o
English First Additional: o
Sepedi Home Language: o
Afrikaans First Additional: o
Life Orientation: o
Mathematics: o
Mathematical Literacy: o

Subject Choices

Subject 1: Physical Sciences o / Accounting o / Tourism o
Subject 2: Life Sciences o / Business Studies o
Subject 3: Geography o / Agricultural Sciences o/ Economics o
(NOTE: Only 3 subjects allowed for choice subjects)

Subject Changes

Old Subject: _____
New Subject: _____

Grade 11

Compulsory Subjects

English Home Language: o
English First Additional: o
Sepedi Home Language: o
Afrikaans First Additional: o
Life Orientation: o
Mathematics: o
Mathematical Literacy: o

Subject Choices

Subject 1: Physical Sciences o / Accounting o / Tourism o
Subject 2: Life Sciences o / Business Studies o
Subject 3: Geography o / Agricultural Sciences o/ Economics o
(NOTE: Only 3 subjects allowed for choice subjects)

Subject Changes

Old Subject: _____
New Subject: _____

Grade 10

Compulsory Subjects

English Home Language: o
English First Additional: o
Sepedi Home Language: o
Afrikaans First Additional: o
Life Orientation: o
Mathematics: o
Mathematical Literacy: o

Subject Choices

Subject 1: Physical Sciences o / Accounting o / Tourism o
Subject 2: Life Sciences o / Business Studies o
Subject 3: Geography o / Agricultural Sciences o/ Economics o
(NOTE: Only 3 subjects allowed for choice subjects)

8) School Fees and Hostel Fees

Primary - School Fees

Registration Fee: R750.00 payable once-off in January or on admission for all students.

Stationary Fee: R2050.00 per year – payable once off in January or on admission of student.

(Please note that stationary fee includes textbook rental)

Grade 0 – 7: R1750.00 per month – Payable in advance for 12 Months. (Boarders and Day Scholars)

(Including after school activities)

Primary – Hostel Fees

Registration Fee: R1500.00 payable once-off in January or on admission of all students.

Hostel Fee: R3000.00 per month – Payable in advance for 12 Months. (Boarders)

Secondary – School Fees

Registration Fee: R900.00 payable once-off in January or on admission for all students.

Stationary Fee: R2700.00 per year – payable once off in January or on admission of student.

(Please note that stationary fee includes textbook rental)

Grade 8 - 9: R2500.00 per month – Payable in advance for 12 Months (Boarders and Day Scholars)

Grade 10 - 12: R2500.00 per month – Payable in advance for 12 Months (Boarders and Day Scholars)

Secondary – Hostel Fees

Registration Fee: R1500.00 payable once-off in January or on admission of all students.

Hostel Fee: R3500.00 per month – Payable in advance for 12 Months. (Boarders Only)

NOTE: North Crest Academy is a full time school starting at 7:45am to 14:00pm

Extra mural activities or study is from 14:00 – 16:00pm all students are welcome to stay until 16:00

NOTE: School fees must be paid in advance on or before the 3rd of every month.

NOTE: Textbooks are the property of the school and need to be returned at the end of every school year or on withdrawal. For every missing or damaged textbook a penalty fee will be added to your account.

Bank details: NEDBANK, ACC NO. 1427329893, MOKOPANE, REF - STUDENT NAME AND SURNAME

12.1) School Rules

Applicable to Day Scholars and Boarders

- 1) No one is allowed to enter the premises of North Crest Academy under the influence of alcohol or intoxicated with drugs. The school has the right to test any student for drugs or alcohol. Students that are tested positive or are found in possession of the above items will face expulsion with immediate effect. (If found positive of above mentioned, the student will face a 2 week suspension, and expulsion after 3 positive result.)
- 2) Students are not allowed to smoke or be in possession of cigarettes.
Smoking is prohibited on these premises, for students!
- 3) No students are to remain in a classroom during break time or lunch time.
- 4) No eating or drinking is allowed in the classrooms.
- 5) Students not dressed in proper uniform will not be allowed on the premises.
Hostel students will not be allowed to attend classes if not in full school uniform.
- 6) No Dreadlocks are allowed. Boy's hair must be kept short and neat at all times (can be cut in any style), beards and moustaches need to be clean shaven. Girls' hair must be tied up/ plaited neatly, no loose hanging hair will be allowed. Highlights (coloured hair) is not allowed. (Black hair only, including on extensions)
- 7) Miniskirts are not allowed, school skirt may only be four fingers above the knees or longer.
- 8) All stars, pumps and high heels are not allowed! Normal black school shoes only
- 9) Nail Polish, Acrylic / Gel nails, jewellery and any other form of body rings (e.g. Tongue, eye piercings) are not allowed. Girls may wear small ear studs or rings – 1 / 2 in each ear only! No jewellery or smart watches allowed, it will be confiscated and not returned!
- 10) Boys are not allowed to wear any earrings or any other piercings.
- 11) Swinging or riding on chairs, standing and climbing on furniture is not allowed.

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____

- 12) School starts at 07h45 every day, please make sure your child is on time.
- 13) School knock-off at 14h00 every day (only for day scholars), no child will be allowed to leave early unless arranged otherwise with school management.
- 14) You may not litter around and on the school premises. Please make use of the bins provided.
- 15) Students are not allowed in the office during class hours.
- 16) If a student is absent he/she should return to school the next day with a letter from the doctor. According to Education dept. rules and regulations, a student may only be absent from school at a limit of 21 days per year, thereafter a student will be expelled.
- 17) If a student is caught with drugs the matter will be reported to the police and he/she will be expelled with immediate effect from the school.
- 18) No student may enter the school in the possession of weapons of any kind. You will face expulsion with immediate effect.
- 19) You may not impose harm to any person on these premises. You will face immediate expulsion.
- 20) Students who do not complete their school tasks & homework will be given misconduct forms. Each student has a limit of 5 misconduct form for minor rule breaking, thereafter a hearing will be held with School management and your parents where your fault will be decided.
- 21) Any student that imposes harm or damage of any kind to the school property will be held liable for all cost involved in replacing or repairing goods.
- 22) Students may not remove any furniture out of the classroom, including tables and chairs.
- 23) Students should carry themselves in an appropriate manner at all times.
- 24) Stealing and dishonesty is prohibited.
- 25) It is compulsory for all students to attend assembly every day.
- 26) Lost or stolen textbooks will be the liability of the student. Textbooks are the property of the school.
- 27) North Crest Academy will not be held responsible for any lost, stolen & damaged personal items e.g. Money, jewellery.
- 28) No student will be allowed on the school premises if his/her school & hostel fees are outstanding.
- 29) Parents may only contact students during break times and after school. Interruptions of classes will not be allowed. Emergencies should be reported to the office.
- 30) No cell phones are allowed. Students will not get their cell phones back once they have been confiscated. Confiscated cell phones are the property of the school.
- 31) No day scholar may bring in or supply alcohol, drugs, cigarettes and/or cell phones to hostel students. If you are caught it will result in immediate Expulsion.
- 32) Respect for management, staff members, teachers & LRC members is very important.
- 33) Cheating or copying during exams is prohibited!
- 34) Misconduct and breaking of the school's rules & regulations will lead to disciplinary action and / or expulsion.
- 35) Please keep the bathrooms and toilets clean at all times.
- 36) Students that bully other students will receive misconduct forms.
- 37) An illness of any kind should be reported to the office.
- 38) In the case of an emergency students will be taken to the hospital.
Parents are responsible for any and all medical costs involved.
- 39) Students receive their school fees accounts in the form of statements every month-end.
- 40) Public transport may not enter while playing loud music on this premises. This will result in the transport being banned from the property. School premises should be respected at all times.

Date: __ / __ / ____

I, _____ (Parent of student) have read and understood the above stated school rules.

I, _____ (Student) have read and understood the above stated school rules.

Parent Signature

Student Signature

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____

12.2) Hostel Rules

Applicable to Hostel Students

- 1) Boarders are responsible for keeping their own room's clean and tidy at all times
 - 2) Borders will not be allowed to remain in the hostel during school hours unless certified unfit by a doctor not to attend school. The office must know the type of illness, to prevent other students from being infected.
 - 3) It is compulsory for all boarders to attend study sessions.
 - 4) Boarders should dress and carry themselves in an appropriate manner at all times including on weekends. On weekends: during the day you may not wear sleeping garments, make-up or towels.
 - 5) Male students are not allowed in the female's dormitory and female students are not allowed in the male dormitory. If caught you will face expulsion.
 - 6) No students may have sexual intercourse with any other student, male or female on school and hostel premises. If caught you will face expulsion.
 - 7) Statutory rape (student of 16 years and above having sexual relations with a student younger than 16 years - with consent or not) is a serious offence and will be handled as such when you are caught taking part in such an offence. The school will report it to the police and you will be expelled immediately.
 - 8) Students are not allowed to remove any furniture out of the hostel, e.g. Beds, matrass.
 - 9) Lights out by 22h00.
 - 10) No eating and preparing food is allowed in the rooms.
 - 11) Meals will be served in the dining hall. It is compulsory for everyone to be in the dining hall for meals whether you are eating or not.
 - 12) Any student that imposes harm or damage of any kind to the hostel property will be held liable for all cost involved in replacing or repairing goods.
 - 13) Visitor are prohibited to enter the dormitory of the hostel students. Visitors will wait at reception for the student to be called. No males will be allowed in the female dormitory, and no females will be allowed in the male dormitory.
 - 14) Boarders may hand over valuables and money to the office for safe keeping.
 - 15) No student is allowed to leave the hostel premises without permission. Students should be signed in and out with the person in charge. Only parents, legal guardians & the selected people (page 1) may sign students in & out
 - 16) North Crest will not be held responsible for any harm, loss, death, etc. That may be imposed upon the student on or off the premises. Students that run away from the hostel at any given time do so at own risk.
 - 17) Inspections and row calls will be conducted at any given time. The school has a right to strip search for anything at any time.
 - 18) Respecting hostel staff and LRC members is very important.
 - 19) You are not allowed to throw away rubbish or anything through and out of the windows. The surroundings of the hostel should be kept clean at all times. Please use the bins provided.
 - 20) No noise or screaming will be allowed on the hostel premises and / or dormitory.
 - 21) Students need to have medication for all common illnesses (e.g. Flu, headache, sinus or hay fever) this will not be supplied by the office
 - 22) Bathing tubs & irons are not allowed.
 - 23) Please wear your own flip flop when showering, do not share shoes at any time, as this could cause fungal infections, and North Crest will not be held responsible.
 - 24) Boys are not allowed to go to the soccer field without permission supervision.
 - 25) Hostel weekend will be allowed every month-end. Parents who do not want their child to come home should fax or email a letter, together with their ID copy and contact details, requesting their children to remain at the hostel with a payment of R280.00. If a student returns on a school day - after school holidays or hostel weekends they must be dressed in school uniform. (Students that return a day later after the hostel weekend will receive a misconduct form)
- Date: __ / __ / _____

I, _____ (Parent of student) have read and understood the above stated school rules.

I, _____ (Student) have read and understood the above stated school rules.

Parent Signature

Student Signature

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____

12.3) School Uniform

Boys Uniform

White shirt (long or short sleeve)
School golf shirt (bought at the school for R200)
Navy blue trousers
Navy blue socks with two white stripes
Jersey - Navy blue with two white stripes by the V-neck and at the end of the hands
Pull-over - navy blue with two white stripes by the V-neck and at the end of the arms.
Navy blue tie with white stripes
Navy blue gloves, scarf and beanie.
(Beanies will only be allowed during winter, no beanies may be worn during spring and summer between beginning September and ending March)
Black school shoes - normal leather
(Toughies, Bronx or Peps)

Girls Uniform

White shirt (long or short sleeve)
School golf shirt (bought at the school for R200)
Navy blue trousers only (NO SKIRTS!!)
Navy blue socks with two white stripes
Jersey - Navy blue with two white stripes by the V-neck at the end of the hands
Pull-over - navy blue with two white stripes by the V-neck and at the end of the arms.
Navy blue tie with white stripes
Navy blue gloves, scarf and beanie.
(Beanies will only be allowed during winter, no beanies may be worn during spring and summer between beginning September and ending March)
Navy Blue pantyhose during winter
Black school shoes - normal leather
(Toughies, Bronx or Peps)
Ribbons or elastic bands should be navy blue or white.
Earrings - small studs or rings (silver or gold)(Only one per ear)

No casual wear may be worn underneath school clothes, only white vests may be worn that is concealed.

SCHOOL UNIFORM BOUGHT AT THE SCHOOL!

12.4) Hostel Requirements

Students should report back at the hostel after school holidays and hostel weekends on the day before school starts (Sunday) from 10:00am no later than 18:00pm dinner should be supplied by the parent for this day.

Please make sure your child brings along the following:

- \ 2 White pillow cases marked with their names. Strictly white (for laundry)
- \ 2 Towels \ Eating utensils
- \ Drinking water bottle (for study purposes)
- \ Necessary toiletries and 12 rolls of toilet paper per month.
- \ Your child must have more than three pairs of school uniform (Please ensure that you child has got the right school uniform.
- \ Bucket, Dustbin, Broom, Mop, cloth for cleaning purposes, Bedding

NB!! Bathing tubs and Irons are not allowed

No Cell phones, radios, earphones, or any technological device is allowed, if confiscated it is the property of the school.

Please have your child vaccinated against flu, chicken pox, measles etc.

Please bring students with the following basic medication, which may be kept safe by the office if you do not wish your child to keep it with them:

- 1) Flu medication - E.g. Med-lemon, Sinutabs, cough mixture, etc.
- 2) Headache tablets (Painkillers)
- 3) Deepheat
- 4) Allergy medication
- 5) Stomach ache medication

****And any other basic medication you can think of that your child might need or that you know they make regular use of.**

***Please do not send pocket money through money market. You can send it through the school account.**

HOSTEL WEEKEND STUDENTS STAYING AT THE HOSTEL – FEE R300.00

Parent Signature

Date

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____

Education & Culture Service

13) Consent And Indemnity

I, _____, ID number _____, parent / guardian of _____, born on ____ / ____ / _____, hereby give my consent for my child / ward to take part in any and all extra-curricular activities of the school as advised to myself, whether conducted on the school premises or extramurally, including, but not limited to, games; athletics; tours and excursions of general, vocational, educational, historical or scientific interest.

I fully understand and accept that all such activities shall be undertaken at my child's / ward's own risk and undertake on behalf of myself, my spouse, my executors and my aforesaid child / ward, to indemnify, hold harmless and absolve the Department, the Principal and his / her staff against and from any or all claims whatsoever which may arise in connection with any loss or damage to the person or property of my aforesaid child / ward in the course of such activities.

Physical Address: _____

Postal Address: o Same as residential. _____

Signed at _____ on the _____ day of _____ month _____ year.

Signature of Parent / Guardian

Name & Signature of Witness
(Relation to Student)

14) Declaration And Consent

I, _____, declare that the information given in this document is to the best of my knowledge correct, and that I have read and undertake the Notes in Section 1 - 13 hereon.

I/WE UNDERTAKE to:

- Provide proof of the correctness of the child's age.
- To inform the school in writing of any changes of address / telephone numbers.
- To inform the school in writing of any case of infectious diseases in my household.
- To ensure that this child attends school regularly and that he / she complies with the rules and regulations of the school of which I am aware. (NOTE: The limited amount of days for absence according to educational guideline are 21 days per year only).
- To inform the school in writing within 30 days before withdrawing my child from the school or hostel. (NOTE: if the school is not given the said 30 days' notice before withdrawal, you will be liable for the next month's fees - until notice of withdrawal is received)
- That all textbooks supplied to the student, be returned to the school at the end of every school year or at withdrawal from school. (NOTE: penalty costs will be applied to your account for every textbook received and not returned or when a textbook is damaged)

I / We UNDERSTAND that in terms of section 63 OF THE Education Affairs Act (House of Assembly), 1988 (Act no 70 of 1988 and its related regulations every learner attending school shall be expected to participate in physical education and other organised school activities, unless the parent of the child has lodged with the principal an objection in writing to him / her so doing.

I/We, the undersigned parent / guardian, hereby give my consent for my child, referred to in Sec 1 to participate in the school's extracurricular activities, including educational visits and tours, and expeditions of historical and geographical interest.

Signed at _____ on the _____ day of _____ month _____ year.

Full Names as per ID of Parent / Guardian

Full Names as per ID of Parent / Guardian

Signature of Parent / Guardian

Signature of Parent / Guardian

Witness 1: Name: _____ (Relation to parent / guardian) Signature: _____

Witness 2: Name: _____ (Relation to parent / guardian) Signature: _____

Bank details: NEDBANK, ACC NO. 1427329893, MOKOPANE, REF – STUDENT NAME AND SURNAME

PERSON RESPONSIBLE FOR ACCOUNT

Personal details of person responsible for account:

Name and Surname: _____

ID number: _____

Physical address: _____

Postal address: _____

Email address: _____

Phone number: _____

Occupation: _____

Employer name: _____ contact number: _____

****NOTE:** it is the account payer responsibility to notify when any of the above mentioned details have changed.

I/We the undersigned, hereby accept that I/We will be responsible for all school fees as per the resolution passed at the AGM held on 25 October 2009, which states: all school fees payable monthly in advance at the beginning of every month or on enrolment at the school. If you would like to pay by any other means, special arrangements must be made with the school as per the School Fee Agreement form.

If the School Fee agreement is not signed, it will be accepted that payment for your children will be made immediately. Please note that should you be in breach of the special arrangements, school fees will automatically revert to the annual amount payable immediately and an interest rate of 15.5% will be charged. All school fees are subject to The South African Schools Act, as amended by the Education Laws Amendment Act 24 of 2005 (SASA).

Documents that must be submitted:

A certified copy of ID for person responsible for account

3x Months' payslip and 3x month bank statement of the person responsible for account

Proof of residence.

****failure to pay the fees I shall not have any claims against the school whatsoever.**

If fees are not paid by the 3rd of every month on the 4th the child will be sent home and will only be allowed back to the school once the fees are paid. No documentation such as transfer letters will be issued if there are any outstanding fees owed to the school, unless arranged otherwise with the schools legal advisor.

Signed at _____ on the _____ day of _____ month _____ year.

Full Names as per ID of Account payer

Signature of Account payer

Witness 1: Name: _____ (Relation to parent / guardian/sponsor) Signature: _____

Witness 2: Name: _____ (Relation to parent / guardian/sponsor) Signature: _____

Bank details: NEDBANK, ACC NO. 1427329893, MOKOPANE, REF – STUDENT NAME AND SURNAME

FEES ONCE PAID ARE NON-REFUNDABLE

Parent Signature: _____