



# 2020 REGISTRATION FORM

Principal: Yvonne Van Wyk  
Phone: 011 789 5307

Emergencies: 083 469 7709  
Email: [info@hurlycurly.co.za](mailto:info@hurlycurly.co.za)

## PARTICULARS OF CHILD

FIRST NAME \_\_\_\_\_

SURNAME \_\_\_\_\_

DATE OF BIRTH \_\_\_\_\_

GENDER \_\_\_\_\_ HOME LANGUAGE \_\_\_\_\_

NUMBER OF CHILDREN IN FAMILY \_\_\_\_\_ POSITION IN FAMILY \_\_\_\_\_

PREVIOUS SCHOOL ATTENDED \_\_\_\_\_

PRIMARY SCHOOL INTENDED FOR GRADE R \_\_\_\_\_

INDICATE CARE REQUIRED

HALF DAY	6:00 – 12:30	
FULL DAY	6:00 – 18:00	

DATE OF ENROLMENT \_\_\_\_\_

AGE AT ENROLMENT \_\_\_\_\_

IS YOUR CHILD FULLY POTTY TRAINED? \_\_\_\_\_

ALLERGIES \_\_\_\_\_

SPECIAL DIETARY REQUIREMENTS \_\_\_\_\_

HOW DID YOU FIND OUT ABOUT HURLY CURLY? \_\_\_\_\_

## PARTICULARS OF PARENTS

MARITAL STATUS OF PARENTS \_\_\_\_\_

WHOM DOES CHILD LIVE WITH? \_\_\_\_\_

<b>PARTICULARS</b>	<b>MOTHER</b>	<b>FATHER</b>
FIRST NAME		
SURNAME		
ID NUMBER		
OCCUPATION		
EMPLOYER		
TEL NO WORK		
TEL NO HOME		
CELL NO		
EMAIL ADDRESS		
HOME ADDRESS		

## CONTACT PERSON OTHER THAN PARENTS

In case of emergency a responsible person should be on standby

<b>PARTICULARS</b>	<b>FRIEND</b>	<b>NEXT OF KIN</b>
NAME AND SURNAME		
RELATIONSHIP		
CELL NO		

## TRANSPORT

Other individuals authorised to collect child from school. Please provide copy of ID document.

NAME	TELEPHONE NO

### SPECIAL INSTRUCTIONS


### MEDICAL INFORMATION

FAMILY DOCTOR \_\_\_\_\_ TEL NO \_\_\_\_\_

MEDICAL AID \_\_\_\_\_ MEDICAL AID NO \_\_\_\_\_

DOES YOUR CHILD SUFFER FROM

DIABETES \_\_\_\_\_ ASTHMA \_\_\_\_\_ EPILEPSY \_\_\_\_\_

CARDIAC MURMUR \_\_\_\_\_ TACHA CARDIA \_\_\_\_\_ GROMMETS \_\_\_\_\_

WHAT CHILDHOOD ILLNESS HAS YOUR CHILD HAD? \_\_\_\_\_

IS YOUR CHILD ON CHRONIC MEDICATION ? \_\_\_\_\_

HAS HE/SHE HAD ANY MAJOR SURGERY ? \_\_\_\_\_

ANY BEHAVIOURAL PROBLEMS ? \_\_\_\_\_

ANY SPEECH OR HEARING PROBLEMS ? \_\_\_\_\_

ARE IMMUNISATIONS UP TO DATE ? \_\_\_\_\_

RELEVANT FAMILY HISTORY ? (EPILEPSY, DEAFNESS, BLINDNESS, ETC.) \_\_\_\_\_

\_\_\_\_\_

	YES	NO	FATHER	MOTHER
Do both parents consent to a staff member on duty authorising all and any medical treatment that the child may require in case of an emergency?			SIGNATURE	SIGNATURE
Should your family doctor/dentist not be available, do both parents consent to another doctor/dentist to be consulted in case of an emergency?			SIGNATURE	SIGNATURE

# PAYMENT SELECTION

Please select your preferred method of payment for school fees payable.

Entered into between  
**Hurly Curly Preschool (Pty) Ltd**  
 and

FATHER Name \_\_\_\_\_ ID Number \_\_\_\_\_

MOTHER Name \_\_\_\_\_ ID Number \_\_\_\_\_

Parent/Guardian/Responsible party of

CHILD'S FULLNAME \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

CHILD'S CLASS \_\_\_\_\_ INITIATION DATE \_\_\_\_\_

**FEES (Please TICK and INITIAL your required service and payment options)**

HALF DAY	DISCOUNT	TOTAL PAYMENTS	TICK AND INITIAL ONE CHOICE BELOW
Monthly payments		12 x R 4 500	
Termly Payments	5 %	3 x R 17 100	
Annual Payment	10 %	1 x R 48 600	
FULL DAY	DISCOUNT	TOTAL PAYMENTS	TICK AND INITIAL ONE CHOICE BELOW
Monthly payments		12 x R 5 400	
Termly Payments	5 %	3 x R 20 520	
Annual Payments	10 %	1 x R 58 320	

**ADDITIONAL FEES:** (Tick appropriate box)

FIRST TIME REGISTRATION:      **Enrolment Fee** of R 2 300 (Once off Non-Refundable)       Initial \_\_\_\_\_

**OR**

CURRENT STUDENT:                      **Annual Development Fee** of R 1 800 (Due in Jan every Year)       Initial \_\_\_\_\_

**SUBSIDISED COMPULSORY EXTRAMURAL (BUZZI BODIES)**                      R 110 Per month       Initial \_\_\_\_\_

Please send proof of direct deposit (EFT) via email at [info@hulycurly.co.za](mailto:info@hulycurly.co.za)

**I/We have elected to pay using the above selected option**

**I/We acknowledge that a FULL Calendar Month notice is required when leaving Hurly Curly. Fees are payable in lieu of notice. Notice given for month of November will incur a 2 month notice period to include December**

**FATHER**  
 SIGNATURE \_\_\_\_\_ PRINT NAME IN FULL \_\_\_\_\_ DATE \_\_\_\_\_

**MOTHER**  
 SIGNATURE \_\_\_\_\_ PRINT NAME IN FULL \_\_\_\_\_ DATE \_\_\_\_\_



# SCHOOL POLICIES



## SICK CHILDREN

Hurly Curly reserves the right to decide whether a child may or may not attend for health reasons. We are expected to adhere to Health regulations that state a sick child cannot remain at the school and has to be isolated at home.

Please **DO NOT** send your child to school if they have a temperature, a bad cough, if they are vomiting or have any eye infection, diarrhoea, head lice or contagious disease.

## MEDICATION

No medication for symptomatic relief will be administered at school. Only Chronic medication will be administered if parents/guardians sign a Medication dispensation Form. The Parent Agreement below will grant permission allowing Hurly Curly to administer an Antihistamine in the event of bee stings or allergic reactions.

## COMMUNICATION

Each child has a "Comm" book that will have daily messages and any concerns, praise or news your child's teacher would like to share. Hurly Curly office prefers to communicate relevant information on a regular basis using email and WhatsApp systems. We will offer parenting information and educational enlightenment on our Facebook page.

Parents are encouraged to raise any concerns, no matter how insignificant by arranging a time to chat to Yvonne, the Principal, or your child's teacher in order to discuss the matter privately. Alternately you are welcome to email [info@hurlycurly.co.za](mailto:info@hurlycurly.co.za) where Yvonne will respond to your concerns with the utmost confidentiality.

## PERMISSION

All security gates and doors must be closed behind you for the safety of all the children.

Please let us know who will be fetching your child from the school every day. Under no circumstances will children be allowed to go home with anyone other than parent/guardian unless Hurly Curly has been notified in writing.

## CHANGES IN ENVIRONMENT

Please share any difficulties or significant changes at home that could affect the child emotionally or otherwise so that their teacher can address any changes in the child's behaviour in an appropriate way. This information will be handled in a confidential manner and in the best interest of the child at all times.

## REPORTS

Verbal Feedback will be conducted by the teachers at the end of the First Term.

Written Progress Reports will be issued via email at the end of Second Term as well as on the final day of school in the Third Term. Please make an appointment with your class teacher if you would like to discuss anything in the reports.

## EXTRA MURALS

Activities are offered by outside groups and are given by qualified individuals who have been verified through Police Clearance Certificates. Children may participate at the guardians discretion and the cost is payable directly to the individual or company.

## BIRTHDAY RINGS

Please discuss a date and time to celebrate your child's special day. Families are encouraged to bring a healthy treat for the class. Please donate a children's book to the school library to commemorate their special day. A sticker will be pasted in the book with your child's name, the year and the special event.

## FIELD TRIPS

All parents will be notified in good time of an upcoming field trip. A signed indemnity form will be required for each event in order to allow children to participate. Children will never leave school premises without your written consent.

## PERSONAL INFORMATION

The PoPI Act considers your personal information to be “precious goods” and therefore aims to bestow upon you, the right of protection and the ability to exercise control over when and how you choose to share this information. Please let us know if you would prefer **not** to have your information shared with other parents and experts at our school.

## PHOTOGRAPHS

Students at Hurly Curly Preschool will be involved in school activities where they may be photographed. The purpose of these pictures would be to share wonderful memories of the school day with their family.

Photographs of students may also be used in a variety of media to promote activities at the school. This might include (but is not limited to), the right to use them in their printed and online publicity, social media, press releases and funding applications.

## FEES

Tuition and Aftercare fees are to paid in advance. You may choose to pay monthly, termly or an annual fee.

Annual Payment offers a 10% discount while Term payments offer a 5% discount.

Monthly Fees are due by the 1st day of the month. Late fees will incur a penalty of R200.

Overdue accounts will be charged at 3% per month.

School Fees may be subject to annual price increase in Jan of each year.

We reserve the right to exercise lock-out on the 15th day of the month should financial commitments not be honoured by parents. Your child will only be able to return once the outstanding school fees have been settled in full.

## ADDITIONAL FEES

Casual Aftercare Fee is **R 150** per day. Payments for casual aftercare are payable monthly in arrears.

A once off, non-refundable Enrolment Fee of **R 2 300** is payable on registration of new children.

An annual Development Fee of **R 1 800** is payable by children attending Hurly Curly before the school year begins

## NOTICE

A **FULL Calendar** Month notice, in writing, is required when leaving Hurly Curly. Fees are payable in lieu of notice. Notice given for month of November will incur a 2 month notice period to include December.

You have the right to cancel this contract at any time and for any reason. To do this, you must give us a full calendar month's notice in writing of your intention to do so. If you do not give us a full month's notice before you withdraw your child from the school then you must pay a full month's fees instead of notice. You must pay this amount on the first day of the month which would have been the final month if you had given appropriate notice. If you chose to pay school fees yearly, we will credit those amounts to your account

## THE SCHOOL'S DUTIES

While your child is a pupil at the school, we undertake to exercise reasonable skill and care for his/her education and well-being. Our undertaking applies during school hours and at other times when your child has our permission to be on school premises or is participating in activities we have organised.

Unless you write to us in advance with the specific purpose to withhold your consent, you consent to your child:

- a) Taking part in supervised school activities. These activities may include contact sports and sports or activities with some risk of physical injury;
- b) Travelling to supervised school activities that take place outside of school premises.

We will take reasonable care to avoid loss, damage, injury or death to your child. Unless we are so careless as if we had intended the harm (known in law as gross negligence), we are not responsible for the loss, damage, injury or death that results from your child taking part in these activities. You accept the legal responsibility for any claims for loss, damage, injury or death that result from your child taking part in these activities.

We will watch your child's progress at the school and produce regular written reports. We will let you know if we have any concerns about your child's progress. We do not, however, have a duty to diagnose any learning disability or other condition your child may have. We can arrange a formal assessment of your child by an appropriate expert. You will be responsible to pay for the formal assessment. You may also choose to arrange the formal assessment yourself.

# PARENT AGREEMENT

By signing below, I declare that:

- a) I am the mother, father, or legal guardian (as relevant) of the child named above;
- b) I have read and understood this contract, including the attachments to it and the policies of the school;
- c) I understand that I and the child must comply with the terms and conditions of this contract for the child to remain enrolled at the school.
- d) I accept that I am personally responsible to pay the fees on demand from the school. I understand that the school may demand payment of fees from me jointly with any other parent, legal guardian or payer, or separately from me alone. This obligation exists throughout the duration of the contract, even if I am not the stated payer.
- e) I agree that I shall be responsible for all collection or legal fees necessitated by lateness or default in payment.
- f) I understand that Monthly Fees are due by the **1st day of the month**. Late fees will incur a penalty of R200.
- g) I understand that overdue accounts will be charged at 3% per month.
- h) I understand that A **FULL Calendar** Month notice, in writing, is required when leaving Hurly Curly. Fees are payable in lieu of notice. Notice given for month of November will incur a 2 month notice period to include December.
- i) I agree to allow Hurly Curly Preschool to share my contact information with other parents enrolled at our school as well as experts who provide interventions at the school.
- j) I give permission for photographs of my child to be used in a variety of media to promote activities at the school.
- k) I grant permission allowing Hurly Curly to administer an Antihistamine in the event of bee stings or allergic reactions.

## SIGNATURE

FATHER

SIGNATURE \_\_\_\_\_ PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

MOTHER

SIGNATURE \_\_\_\_\_ PRINT NAME \_\_\_\_\_ DATE \_\_\_\_\_

## DOCUMENT CHECKLIST

IMMUNISATION RECORDS		BIRTH CERTIFICATE	
COPY OF ID (FATHER)		COPY OF ID (MOTHER)	
PARENT AGREEMENT		REGISTRATION FEE PROOF OF PAYMENT	