



Laerskool

SAS 1 (e)

**BARBERTON**

**Primary School**

☎ (013) 712 2114/5 Skool/School  
Gr R/RR (013) 712 4710  
(013) 712 6726 Technology Centre  
Faks/Fax 086 551 0668  
e-mail : [admin@laerskoolbarberton.co.za](mailto:admin@laerskoolbarberton.co.za)

📍 111  
BARBERTON  
1300

**APPLICATION FOR ADMISSION : Grade 1 - 7**

**NB: ONLY LEGAL PARENTS OR LEGAL GUARDIANS MAY APPLY!**

**CONDITIONS AND GENERAL INFORMATION REGARDING NEW APPLICATIONS**

1. All information on the application form, as well as corroborative documents, WILL be verified. Physical addresses WILL also be verified. Any counterfeit information on the attached application form as well as on any corroborative documents will be considered an offense and will result in the invalidity of this application / non-admission of learner.
2. School fees are payable in advance. The current monthly fee will be charged and **must be paid with acceptance of admission**. The amount is payable before the 7<sup>th</sup> December of that specific year.
3. The completed application form and corroborative documents must be handed in personally by the parent/guardian at the school. Incomplete application forms and documents will not be processed and will be handed back to the parent/guardian. An application is only deemed valid and complete if all corroborative documents are handed in and have been completed in full. Incomplete applications are not considered for application;
4. Only legal parents and/or legal guardians, with whom the child is residing, may apply for admission. This is the person who accepts full responsibility for the learner. Proof of appointment as legal guardian must accompany the application if a legal guardian is involved,
5. Proof of physical address must be given by submitting an original copy of the municipal account or lease agreement;
6. The Governing Body insists on an unabridged birth certificate for the learner;
7. Parents, according to the SASA 84 of 1996 are, jointly and separately, responsible and liable for the payment of school fees
8. According to the South African School's Act 84 of 1996, parent means:
  - i) The biological parents or adoptive parent or legal guardian of a learner; (para. (a) substituted by s.4 (c) of Act 15 of 2011);
  - ii) The parent legally entitled to custody of a learner; or
  - iii) the person who undertakes to fulfil the obligations of a person referred to in paragraphs (a) and (b) towards the learner's education at school.
9. It cannot be argued that a learner has only one parent when such learners' parents are divorced or estranged. Regardless of their changed marital status, both divorced / estranged persons remain the learner's parents.
10. Corroborative documents as requested on **Annexure SAS 5(e)** must be attached to application form.
11. Application for admission closes on **31 August 2023**. Any late application will only be dealt with if a valid written motivation accompanies the application explaining why you could not apply in time.

**BOTH PARENTS MUST SIGN:**

DATE

SIGNATURE OF MOTHER  
accepting responsibility for  
the learner at school.

SIGNATURE OF FATHER  
accepting responsibility for the  
learner at school.

SIGNATURE OF LEGAL  
GUARDIAN accepting responsibility  
for the learner at school.

**BARBERTON PRIMARY****APPLICATION FOR ADMISSION**

<u>CHILD'S DETAILS</u>	<u>CHILD'S DETAILS</u>
Surname	
Full names (as per birth certificate)	
Grade	
Initials of child	
Name by which you would like your child called at school.	
Birth Date	
Gender	
Parent's marital status (Single, Divorced, Married, Customary marriage, Widow, Widower, Step mom/dad)	
Contact number ( i.c.o. emergency)	
Identity number of child	
Passport Number	
Name and telephone no of previous school	
Postal address (school correspondence)	
Residential address of learner	
Name of person with whom the learner stays	
Relationship to above-mentioned learner	
Ethnic Group	
Home Language	
Language of Instruction /report (Eng. or Afr.)	
Name and Surname of eldest brother/sister in <b>this</b> school	
Date of brother/sister's admission to this school or in <b>which grade</b> ?	
Religion / Church	
Country of origin	
Immigrant (Yes or No)	
Allergies (specify) / Medical condition	

Parents, according to the SASA 84 of 1996 are, jointly and separately, responsible and liable for the payment of school fees

Definition of "Parent"-

- The biological or adoptive parent or legal guardian of learner
- the person with legal claim to care for a learner
- the person who undertakes to fulfill the obligations of a person in paragraphs (a) and (b) with regard to the learner's education at school

We/I agree that all formal communication, legal documents and process documents with me may take place by e-mail. My stated e-mail / residential address can serve as Domicillium citandi et executandi, and I will notify the school in writing of any change.

**BOTH PARENTS OR GUARDIAN MUST PLEASE SIGN:**

SIGNATURE OF MOTHER/GUARDIAN who accepts responsibility for child whilst at this school	SIGNATURE OF FATHER/GUARDIAN who accepts responsibility for child whilst at this school

**BARBERTON PRIMARY**

**APPLICATION FOR ADMISSION**

<u>PARENT INFORMATION</u>	<u>BIOLOGICAL MOTHER</u>	<u>BIOLOGICAL FATHER</u>
Title		
Initials		
First name		
Surname		
Identity number		
Gender		
Ethnic Group		
Relationship to child (Grandfather/mother/ Uncle/Aunt / Legal Guardian / Step Mom/Dad)		
Marital Status		
Residential address		
Postal address		
Occupation of parent/guardian		
Name and Address of Employer		
Work Telephone number		
Cellphone number (very important for SMS communication)		
E-mail address		
<b><u>Please indicate the following regarding SMS communication:</u></b>		
Language for SMS (English or Afrikaans)		
Parent receiving all SMS's		

Parents, according to the SASA 84 of 1996 are, jointly and separately, responsible and liable for the payment of school fees

Definition of "Parent"-

- a) The biological or adoptive parent or legal guardian of learner
- b) the person with legal claim to care for a learner
- c) the person who undertakes to fulfill the obligations of a person in paragraphs (a) and (b) with regard to the learner's education at school

**We/I agree that all formal communication, legal documents and process documents with me may take place by e-mail. My stated e-mail / residential address can serve as Domicillium citandi et executandi, and I will notify the school in writing of any change.**

**BOTH PARENTS MUST PLEASE SIGN:**

SIGNATURE OF BIOLOGICAL MOTHER who accepts responsibility for child whilst at this school	SIGNATURE OF BIOLOGICAL FATHER who accepts responsibility for child whilst at this school

**BARBERTON PRIMARY**

**APPLICATION FOR ADMISSION**

<u>GUARDIAN INFORMATION</u>	<u>GUARDIAN WHO CHILD STAYS WITH</u>	<u>LEGAL GUARDIAN</u>
Title		
Initials		
First name		
Surname		
Identity number		
Gender		
Ethnic Group		
Relationship to child (Grandfather/mother/ Uncle/Aunt / Legal Guardian / Step Mom/Dad)		
Marital Status		
Residential address		
Postal address		
Occupation of parent/guardian		
Name and Address of Employer		
Work Telephone number		
Cellphone number (very important for SMS communication)		
E-mail address		
<b><u>Please indicate the following regarding SMS communication:</u></b>		
Language for SMS (English or Afrikaans)		
Parent receiving all SMS's		

Parents, according to the SASA 84 of 1996 are, jointly and separately, responsible and liable for the payment of school fees

Definition of "Parent"-

- a) The biological or adoptive parent or legal guardian of learner
- b) the person with legal claim to care for a learner
- c) the person who undertakes to fulfill the obligations of a person in paragraphs (a) and (b) with regard to the learner's education at school

**We/I agree that all formal communication, legal documents and process documents with me may take place by e-mail. My stated e-mail / residential address can serve as Domicillium citandi et executandi, and I will notify the school in writing of any change.**

**GUARDIAN MUST PLEASE SIGN:**

SIGNATURE OF GUARDIAN who accepts responsibility for child whilst at this school	

**STATEMENT BY PARENT / GUARDIAN**

\* I / we understand that the annual school fees, for Gr 1-7 plus LSEN, can be paid in 11 (eleven) installments and that the first month's school fees are payable immediately upon registration. I / we also understand that the remaining school fees are payable monthly with the last and final payment before or on the last school day of the specific school year. The first handover to lawyers already takes place after 3 months of no payment.

\* Accounts 30 days or more in arrears, will be charged 24% interest per annum.

\* This agreement falls under the definition of Accidental Credit Agreements of the National Credit Act. The school therefore follows this legal framework when dealing with creditors and consumers.

\* The school may conduct a credit inquiry and / or credit information search on the parents by means of a credit information bureau; persons acting as their agents and/or lenders. We / I hereby give permission for my name to be listed on bureaus as a defaulter if there is any amount outstanding in terms of this agreement. I also further give permission for inquiries at any agency to confirm my creditworthiness or to locate me.

\* This agreement as a whole is accepted as valid from the day of signing by the parent / guardian.

\* I / We understand that the school reserves the right to check all information contained in this application. Should any false documentation be submitted, the school reserves the right to lodge a criminal charge of fraud against any of the parties to this application.

I, the undersigned,

\_\_\_\_\_  
(Full names and surname of Mother)

I, the undersigned,

\_\_\_\_\_  
(Full names and surname of Father)

I, the undersigned,

\_\_\_\_\_  
(Full names and surname of legal guardian)

confirm that the above information is correct. I am aware that all information on this form as well as on all supporting documents will be checked and that my residential address will be physically checked. I further acknowledge that I have read the attached terms and information and that I am familiar with its contents.

I further accept that any false information on this form, as well as on any documents, will lead to the invalidity of this application, and that it will disqualify my child/ren for admission to the school or that the school reserves the right to file a criminal charge of fraud against any of the parties to this application.

NB !

- 1. **Parents / Guardians of Grade R learners:** I am also aware that I have ONLY applied for Gr R for my child and that access to Grade 1 (One) cannot be taken for granted.
- 2. **Parents / Guardians of Grade RR learners:** I am also aware that I have ONLY applied for Gr RR for my child and that access to Grade R cannot be taken for granted.

I acknowledge that I shall abide by the school rules and the financial responsibilities as determined by the Governing Body.

**BOTH PARENTS MUST SIGN**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Mother/Guardian who accepts responsibility for the child whilst still at school.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Father/Guardian who accepts responsibility for the child whilst still at school

**NEEDED DOCUMENTS**

The following corroborative documents must be handed in upon submission of the application form. Copies of documents can be certified at the police station. **NO APPLICATION WILL BE ACCEPTED WITHOUT ANY ONE OF THESE DOCUMENTS:**

	YES/NO	INITIALS
<b><u>Certified copy</u> of UNABRIDGED BIRTH CERTIFICATE of learner;</b>		
<b><u>Certified copy</u> of IDENTITY DOCUMENT of mother/guardian;</b>		
<u>Reason why not attached:</u>		
<b><u>Certified copy</u> of IDENTITY DOCUMENT of father/guardian;</b>		
<u>Reason why not attached:</u>		
Water and lights statement in applicant's name as <b>PROOF OF PHYSICAL ADDRESS</b> or any statement reflecting your physical address. If applicant is a renter (renting), a copy of the LEASE AGREEMENT; must be submitted.		
<b><u>(NO Confirmation of Residence from Municipality will be accepted.)</u></b>		
<b>PROOF OF IMMUNIZATION</b> (injections) of learner <b>OR</b> affidavit stating that immunisations are up to date;		
Proof of <b>APPOINTMENT AS LEGAL GUARDIAN</b> (if applicable);		
Original copy of learner's <b>REPORT CARD</b> from the previous school, including Grade RR; Grade R or Grade 1		
Original copy of learner's <b>TRANSFER CARD</b> from the previous school, including Grade RR; Grade R or Grade 1		
Copy of the <b>LATEST SCHOOL FEE ACCOUNT</b> from current school, including Gr R & RR (not older than 3 months);		



**LAERSKOOL BARBERTON PRIMARY SCHOOL**  
**CONSENT FORM IN TERMS OF THE PROTECTION OF PERSONAL**  
**INFORMATION ACT 4 OF 2013 (POPI)**

**Consent to use personal information:**

- \* By agreeing to the terms of this information form, the undersigned, hereby voluntarily authorise BARBERTON PRIMARY SCHOOL to process your personal information, as well as the child mentioned underneath, including the names, physical address, telephone numbers and any other information you have provided to the school.
- \* Processing shall include the receipt, recording, organising, collation, storage, updating or modification, retrieval, alteration, consultation and use; the dissemination by means of transmission, distribution or making available in any other form, or the merging, linking as well as blocking, degradation, erasure or destruction of information.
- \* This consent is effective immediately and will remain effective until one of the conditions stated under paragraph 8 of the Policy on the Protection of Personal Information has been met.
- \* The personal information may only be processed if it is adequate, relevant and not excessive, given the purpose for which it is processed, and if processing occurs in accordance with the relevant provisions of POPI. The purpose of the processing of information must relate to a function or an activity of the school.
- \* In addition, you hereby take note that BARBERTON PRIMARY SCHOOL collects and processes personal information pertaining to the proper functioning, management and governance of the school, as prescribed in the South African Schools Act 84 of 1996 and other relevant education legislation and policies.
- \* The type of information will depend on the purpose for which it is collected, and will be processed for that purpose only.
- \* In terms of section 11 of POPI, personal information may only be processed in the following circumstances:
  - If the data subject, or a competent person where the data subject is a child, consents to the processing.
  - If processing is necessary to carry out actions for the conclusion or performance of a contract to which the data subject is party.
  - If processing complies with an obligation imposed by law on the school.
  - If processing protects a legitimate interest of the data subject.
  - If processing is necessary for the performance of a public law duty.
  - If processing is necessary for pursuing the legitimate interests of the school.

**Your rights in terms of this consent:**

**You have the following rights:**

- \* *The right to know what information is being kept, how it is being used, and when the school will disclose it.* All of the aforesaid information is contained in our Policy on the Protection of Personal Information and our Privacy Policy, which are available and may be obtained from our offices or our website.
- \* *The right to correct your details.* The school will try to keep your information up to date. However, should any of your details change, please notify us to ensure that our records are as accurate as possible.
- \* *The right to revoke consent.* You may revoke the consent you have given us in terms of this form at any time. Your revocation should be in writing and addressed to the information officer of the school. Revoked consent is not retroactive and will not affect any past or existing use of your information.

**Consent to receive marketing information**

By agreeing to the terms of this consent form, you expressly consent to the processing of your information for marketing purposes, and understand that by consenting, you may receive marketing materials in the form of SMSs, e-mails and the like from the school.

**PLEASE TICK THE APPROPRIATE BOX BELOW (with an X):**

<b>I / We hereby give permission</b>		<b>I / We hereby <u>do not give</u> permission</b>	
<b><u>Father/Guardian</u></b>		<b><u>Mother/Guardian</u></b>	
<b>Full Name and Surname</b>		<b>Full Name and Surname</b>	
<b>ID number</b>		<b>ID number</b>	
<b>Signature</b>		<b>Signature</b>	
<b>Full Name and Surname of learner:</b>			

Date: \_\_\_\_\_

Date: \_\_\_\_\_



**LAERSKOOL BARBERTON PRIMARY SCHOOL**  
**RELEASE FORM IN RESPECT OF LEARNER**  
**PHOTOS/IMAGES/VIDEOS**

Hereby, I, the undersigned, grant permission to **Barberton Primary School** to display photos /images/ videos of the child(ren) indicated below as part of:

- a demonstration/project/activity in the course of classroom teaching;
- a sample project/activity on CD created by the school for use in educational workshops, classrooms, advertisements, etc.;
- the school's webpages and social media platforms (including Facebook and Twitter); samples given to programme publishers, or contest entries submitted to sponsors;
- video recordings to appear in a school-related programme broadcast on a television station; and/or
- any printed publication, including, though not limited to, newspapers, magazines, yearbooks, etc.

In granting this permission, I understand that the school may use photos/images/videos of the child(ren) for purposes such as celebrating achievements and publicising education events, as deemed appropriate by the school governing body and the principal, and that such use may include display in the school photo gallery.

I further understand that although the school associated with the photos/images/videos will be identified, and adults appearing in photos/images/videos may be named, the personally identifiable information of the child(ren), except for the name(s) of the child(ren), will not be used with any photo/image/video.

I am signing this release form in the knowledge that any photos/images/videos posted on the school's website can be downloaded and reproduced by various news organisations, including print, electronic and broadcast media, and I therefore release the school from any liability arising from the use of photos/images/videos of the child(ren) in school web postings.

Additionally, I understand that there are potential dangers associated with the posting of photos images and videos on a website, since global access to the internet does not allow for control over who accesses information.

I further understand that if I wish to rescind this agreement, I may do so at any time by sending a letter to the principal of the school.

**PLEASE TICK THE APPROPRIATE BOX BELOW (with an X):**

<b>I / We hereby give permission</b>		<b>I / We hereby <u>do not</u> give permission</b>	
<u>Father/Guardian</u>		<u>Mother/Guardian</u>	
Full Name and Surname		Full Name and Surname	
ID number		ID number	
Signature		Signature	
Full Name and Surname of learner:			

Date: \_\_\_\_\_

Date: \_\_\_\_\_