

Join the **CURRO** family

Info Pack full 2024-01

curro.co.za

CURRO

**MIDRAND
SAN RIDGE**

>Welcome

Dear Parents and Guardians

Learners, parents, grandparents, new families and those returning – we are pleased and proud to welcome you to CURRO.

We look forward to a productive partnership with you, to help your children achieve their potential and recognise that to be successful at school, they need your support. Our strong partnership will make a significant difference to your child during their school career. We share the responsibility for the future of southern Africa's young people and want you to know that we are with you on this path.

Families are drawn to CURRO for several reasons; chiefly, our educational, cultural and sporting approach which encourages strong interaction between learners and teachers. Parents who are looking for a place where their children will be valued and challenged, rather than get lost in the crowd, have found that with us.

Parents generally want consistency between home and school and, at CURRO, the balance between high standards and a life of promise is essential for the next generation. The academic programmes at CURRO are varied and rigorous. Learners engage, every day, in a number of subject areas; they interact digitally with trendsetting materials. Through training in habits of mind and attention, CURRO learners are equipped with the tools they need for a lifetime of learning and achievement.

Please know that your children are in good hands and will be encouraged and cared for daily by our dedicated members of staff.

We appreciate your trust and thank you for the honour of educating your children.

Kind regards

CURRO Executive Team

From 2 years (turning 3) to 5 years | English

Overview



Class sizes:
15 to 20 based on age



School times:
Half-day: 08:00 – 13:00
Full-day: 08:00 – 17:30



Early drop-off time:
06:00



Transport:
Midrand area
(see website)



What we offer

- Small class sizes divided by age
- Engaging, creative daily activities
- Potty training when the child is ready
- Curro's developmental preschool programme
- English conversational language
- Teacher and teacher's assistants
- Focus on learning through play and developing the whole child
- Daily communication with parents via ClassDojo
- Parent-teacher meetings and progress reports each term

Daily programme

Our programme involves the following:

- Theme exploration
- Creative activities
- One-on-one creation time
- Free play
- Kiddies' yoga
- Movement development

- Perceptual and sensory play
- Story and language time
- Nap and snack times

Our approach

Our preschool is a safe, fun-filled place where young children can play, laugh and learn through the joys of childhood. Our programme focuses on the following:

- Identity (personality, friendship, sharing)
 - Physical wellbeing (movement, safety)
 - Communication (speech, listening, understanding)
 - Creativity (playing, drawing, painting, dancing, imagination)
 - Mathematics (shapes, size, time, counting)
 - Explore and learn about the world
- Visit our website for more information.

Preschool fees include

- Breakfast, lunch and an afternoon snack (parents to pack a morning snack)
- Open during school holidays (see dates on our website)

- All in-class developmental activities
- All materials for in-class activities
- Specialised programmes: B-Active, Bike Buddies Cycling, Learn 2 Swim

Our facilities

- On-site kitchen
- All teachers have first-aid training
- Strict pickup permission protocols
- Child-friendly bathrooms
- Outdoor play area for each class
- Jungle gyms, sandpits, AstroTurf and more
- Dedicated stretcher bed for each child

Extramural activities

Available at an additional cost, offered by private tutors/coaches on campus

- Lucinda Ballet School
- Soccer Starz
- Dance Mouse



Scan here for more information

HOW TO ENROL

Option 1: Submit an application form with all supporting documents.

Option 2: Apply online. Follow the prompts on www.curro.co.za.

Option 3: Contact us and we will guide you through the process.



087 232 1383
info.midrand@curro.co.za
326 San Ridge Village, Carlswald, Midrand

CURRO

**MIDRAND
SAN RIDGE**

9 October 2023

Dear Parents/Guardians

CURRO MIDRAND HALFWAY GARDENS PRIMARY SCHOOL AND SAN RIDGE PRESCHOOL

SCHEDULE OF FEES 2024

Please find below the school fee structure for 2024. Should you have any queries, please contact the school at info.midrand@curro.co.za or on 087 232 1383.

ENROLMENT FEE

Non-refundable enrolment fee (payable on approval of application for all new enrolments)

GROUP/GRADE	FEE
Group 3 to Grade R	R2 700
Grade 1 to Grade 7	R5 900

SCHOOL FEES

School fees (payable over 12 months)

GROUP/GRADE	MONTHLY FEE January to December	TOTAL FOR THE YEAR	ANNUAL PAYMENT payable before 31 January 2024
Group 3 (full-day)	R4 300	R51 600	R49 020
Group 3 (half-day)	R3 885	R46 620	R44 289
Group 4 and Group 5 (full-day)	R4 800	R57 600	R54 720
Group 4 and Group 5 (half-day)	R4 340	R52 080	R49 476
Grade R	R5 350	R64 200	R60 990
Grade 1 to Grade 3	R6 540	R78 480	R74 556
Grade 4 to Grade 7	R6 900	R82 800	R78 660

CURRO MIDRAND HALFWAY GARDENS

48 Harry Galaun Drive Halfway Gardens Midrand Gauteng 1686
PO Box 3613 Halfway Gardens 1685
T 087 232 1383
E info.midrand@curro.co.za

Executive Head Colston Veater

Directors SL Botha (Chairperson)** JP Loubser (CEO) M Lategan (Deputy CEO) TP Baloyi** ZN Mankai** PJ Mouton* SWF Muthwa**
DM Ramaphosa** BC September (CFO) CR van der Merwe* (*Non-executive **Independent non-executive)

CURRO Midrand Halfway Gardens is a division of CURRO Holdings Ltd Reg. no. 1998/025801/06 VAT reg. no. 4670183484

curro.co.za

OTHER FEES

Other fees (payable over 12 months)

SERVICE	MONTHLY FEE January to December
Aftercare: Grades 1 to 7	R1 385
Transport (one-way)	R1 300
Transport (return)	R1 860

PAYMENT METHODS 2024

METHOD 1	METHOD 2
Annual payment in advance, due by 31 January 2024	Debit-order payments , which can be scheduled monthly in advance x 12 months as per dates indicated on the debit-order form.

YOUR FAMILY CODE IS REQUIRED AS THE REFERENCE FOR ALL PAYMENTS.

Please note that **cash payment at school is not accepted as a form of payment for fees.**

DEBIT-ORDER COMPLETION

If you are not yet paying by debit order, we request that you do so as soon as possible since this substantially reduces the administrative burden when identifying deposits into our bank account and allocating them to the correct learner accounts. We rely on predictable monthly cash flows to manage our affairs.

Please complete a debit-order form and either deliver it by hand or email it to the school's bursar before **3 December 2023**. The form is available from the school and on the Curro website at www.curro.co.za.

BANKING DETAILS

Name of account	Curro Holdings Ltd t/a Curro Midrand
Bank	ABSA
Account number	405 764 5477
Branch code	632 005
Reference	Your family code

GENERAL

1. School fees

School fees for 2024 exclude the following:

- The e-learning device (tablet or laptop) and any insurance, maintenance or other costs relating to the device
- Workbooks
- Stationery pack
- All textbooks and learning materials (including the cost of e-books)
- School uniforms
- Entrance fees, travel costs, accommodation and food for school excursions and sports trips, unless otherwise advised by the school.
- School photos
- Therapists' and psychologists' fees

2. Aftercare

Aftercare fees for 2024 include the following:

- One meal per day
- Supervision
- Limited homework support

Aftercare fees for 2024 exclude the following:

- Specialised subject and homework support

3. E-learning devices (tablets or laptops)

E-learning devices (tablets or laptops) will be utilised by all learners in Grade 5 to Grade 7.

This will have the following impact on you:

- If your child is in Grade 5, Grade 6 or Grade 7, you will be responsible for purchasing an e-learning device for your child to use. The school will provide you with details and the minimum specifications required for the device.
- You will be responsible for the insurance and general maintenance and care of the device.

Thank you for selecting Curro Midrand Halfway Gardens Primary School and San Ridge Preschool as your school of choice. We look forward to a successful school year for us all.

Kind regards



Mr CE Veater
Executive Head

Curro School Application Form

Curro Holdings Ltd/Reg. no. 1998/025801/06/VAT Reg. no. 4670183484

School name	<input type="text"/>	Promo/employee no.	<input type="text"/>
		Year applying for	<input type="text"/>
		Family code (existing parents only)	<input type="text"/>

Necessary supporting documents, completed sections and forms

⇒ This application will be processed only if all fields are legibly completed, are signed, and all supporting documents are attached.

- | | |
|--|--|
| Copy of learner's birth certificate/ID | Copy of learner's latest progress report |
| Copy of parents'/legal guardians' IDs | Copy of learner's FINAL progress report once available |
| Proof of residence/study permit, if foreign | Subject choice form (for Grades 10 to 12) |
| Copy of learner's vaccination records (up to Gr 3) | Completed boarding application form (if applicable) |
| Completed and signed debit order form | All sections completed and signed |
| Two recent ID photos of learner | |

Application details

⇒ Please confirm availability at the school.

Preschool group: 1 2 3 4 5 Half day Full day

Grade: R 1 2 3 4 5 6 7 8 9 10 11

Learner details

Surname	<input type="text"/>											
Name/s as on birth certificate/ID	<input type="text"/>											
Preferred name	<input type="text"/>											
ID number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Date of birth	<input type="text" value="DD/MM/YYYY"/>	Current age	<input type="text"/>	Gender:	Male	Female						
Home language	<input type="text"/>				Second language	<input type="text"/>						
1st teaching language	<input type="text"/>				2nd teaching language	<input type="text"/>						
Nationality	<input type="text"/>		Country of origin	<input type="text"/>			Immigration date	<input type="text"/>				
Race:	Asian	African	Coloured	White	Indian	Other						
Resides with:	Parents	Guardian	Boarding									
Religion	<input type="text"/>											

For office use

Interview date	<input type="text"/>	Approved	Y	N	Family code	<input type="text"/>
Notes		Date approved	<input type="text"/>		Credit reference	<input type="text"/>
		Commencement date	<input type="text"/>		Siblings at the school	1
		Group/Grade	<input type="text"/>			2

Learner details (continued)

Person dropping learner at school (preschool to Grade 7)

Name	<input type="text"/>
Relationship	<input type="text"/>

Person collecting learner from school (preschool to Grade 7):

Name	<input type="text"/>
Relationship	<input type="text"/>

Aftercare

Will the learner require aftercare? Yes No

Boarding school accommodation

Will the learner require boarding facilities? Yes No

School transport

Will the learner require school transport? Yes No Route /Pick-up point

Learner's education details

Current school Tel no.

Last grade passed Year Grade/s repeated

Has admission to any other school/s ever been refused? Yes No

If yes, please state the reason below:

Learner's medical details

Blood type: O+ O- A+ A- AB+ AB- B+ B- Unknown

Family doctor

Name	<input type="text"/>	Tel. no.	<input type="text"/>
Address	<input type="text"/>		

Medical aid

Name	<input type="text"/>	Member no.	<input type="text"/>	Option	<input type="text"/>							
Main member initials and surname	<input type="text"/>											
Main member ID number	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Has the learner received all the necessary immunisations? Yes No

If no, please state the reason below:

Learner's medical details (continued)

Has the learner suffered from any of the following illnesses? Please indicate with an X.

Asthma	Chickenpox	Diabetes	Diphtheria
Enteric fever	German measles	Hepatitis	Malaria
Measles	Mumps	Polio	Rheumatic fever
Scarlet fever	Tick bite fever	Typhoid fever	Whooping cough

Does the learner suffer from any allergies? Yes No

If yes, please provide details below:

Does the learner have any special medical needs? Yes No

If yes, please provide details below:

Does/Has the learner suffered from any other illnesses/disabilities? Yes No

If yes, please provide details below:

Is the learner receiving medical treatment for any condition? Yes No

If yes, please provide details below:

Is/Has the learner suffered from or received treatment for any psychological/emotional upset? Yes No

If yes, please provide details below:

Has the learner had any operations? Yes No

If yes, please provide details below:

Please specify any other relevant medical details:

Consent to act in a medical emergency

In a critical medical situation, please bear in mind that there may not be time to refer to the learner's records. The school, therefore, reserves the right to utilise the quickest medical service available.

I, _____, being the parent/legal guardian of _____, hereby agree that a medical practitioner may provide emergency treatment as may be necessary.

Signature of parent/legal guardian

Date

Personal details of parent/legal guardian (1)

⇒ Complete only if NOT the account holder.

Surname												
Full names as on ID												
ID number												

Designation	Mr	Mrs	Ms	Miss	Dr
	Rev.	Prof.	Other		

Relationship		Marital status	
Occupation		Employer	

Residential address		Work address		Postal address	
Tel. H		Tel. W		Cell	

Email address

Parental status:	Learner living with parent/s	Learner's legal guardian
	Access rights to learner	Access rights in emergency only

Personal details of parent/legal guardian (2)

⇒ Complete only if NOT the account holder.

Surname												
Full names as on ID												
ID number												

Designation	Mr	Mrs	Ms	Miss	Dr
	Rev.	Prof.	Other		

Relationship		Marital status	
Occupation		Employer	

Residential address		Work address		Postal address	
Tel. H		Tel. W		Cell	

Email address

Personal details of parent/legal guardian (2) – (continued)

Parental status Learner living with parent/s Learner's legal guardian
 Access rights to learner Access rights in emergency only

Emergency contact details (not parental)

Full names and surname					
Tel. H		Tel. W		Cell	
Relation to learner					
Email address					

Details of person responsible for account

Surname												
Full names as on ID												
ID number												

Designation	Mr	Mrs	Ms	Miss	Dr
	Rev.	Prof.	Other		

Relationship		Marital status	
Occupation		Employer	

Residential address	Work address	Postal address

Tel. H		Tel. W		Cell	
Email address					

Parental status Learner living with parent/s Learner's legal guardian
 Access rights to learner Access rights in emergency only

Details of children in your care who are currently at this school:

1. Name		Gr		2. Name		Gr	
3. Name		Gr		4. Name		Gr	

Payment option Monthly debit order Please complete the debit order form.

Signature of parents/legal guardians and account holder

We, the undersigned parents/guardians, hereby certify that the information provided in this application for admission is complete and accurate. We acknowledge that enrolment is subject to, inter alia, signing a learner admission contract that contains the detailed terms, conditions and requirements for admission.

We acknowledge that we have read the school-specific policies and school rules and will accept an offer of placement for our child at the school in accordance with the terms and conditions as set out therein. These documents, as amended from time to time, are available on the official school website.

We further consent to the processing of personal information contemplated in the POPI Act No 4 of 2013, for the following purposes: evaluation of this application form; administration of the contract between us and Curro Holdings; and conducting credit enquiries.

NB: The signatures of the account holder and both parents and/or legal guardians are required where applicable.

Signature of account holder	Date
Signature of parent/legal guardian (1)	Date
Signature of parent/legal guardian (2)	Date

Survey

Where did you hear about us? Please indicate with a ✓.

Billboard	Newspaper	Magazine	Radio	Presentation
Friend	Brochure	Flyer	Exhibition	Web

Other (specify):

How satisfied were you with the service you received pre-enrolment?

Very satisfied Satisfied Unsatisfied Very unsatisfied

Was the information received pre-enrolment ...

Relevant Informative Sufficient

What made you choose our school? Please indicate your five top reasons with a ✓.

Academic standards	Affordability	Boarding facilities
Bursary or scholarship received	Bus routes	Class sizes
Christian values (ethics and morals)	Facilities	Final examination
Focus on holistic child development	Independent school	Language offering
Learner discipline	Learning environment	Location and accessibility
Online school offering	Performing arts and culture offering	Safety and security
School heritage and culture	Sports offering	Subject choices offered
Teachers	NCV programme option	

Consent to Process Personal Information

Curro Holdings Ltd/Reg. no. 1998/025801/06/VAT Reg. no. 4670183484

I, the parent/guardian of the learner mentioned below, hereby confirm my voluntary consent given in terms of the Curro School Admission application and Enrolment contract, that Curro Holdings Ltd (hereafter named 'Curro'), by way of their school of enrolment may process the following personal information of myself in the capacity of parent/guardian as well as of said learner, being a minor, name, identity number, telephone number, email address, physical address, and financial information including the conducting of a credit check.

I also acknowledge the following:

1. The abovementioned personal information will be processed in order to conclude the abovementioned enrolment contract as stipulated in section 11 of POPI.
2. 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, as described by POPI.
3. In terms of POPI, parents/guardians and learners whose personal information is being processed, will be referred to as 'data subjects'.
4. This consent is effective immediately and will remain effective until such consent is withdrawn.
5. 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 school-related function or activity.
6. Curro will collect and process only personal information pertaining to the proper functioning, management and governance of its schools, as prescribed in the South African Schools Act, no. 84 of 1996 and other relevant education legislation and policies.
7. The subjects and categories of information collected will depend on the purpose for which it is collected and will be processed for that purpose only.
8. Curro recognises that personal information may be processed in terms of POPI only if:
 - 9.1. the data subject, or a competent person where
 - 8.1. the data subject is a minor, consents to the processing;
 - 8.2. processing is necessary to carry out actions for the conclusion or performance of a contract to which the data subject is a party;
 - 8.3. processing complies with an obligation imposed on the school by law;
 - 8.4. processing protects a legitimate interest of the data subject;
 - 8.5. processing is necessary for the performance of a public law duty, and/or
 - 8.6. processing is necessary for pursuing the legitimate interests of the school.
 - 9.2. A data subject has the following rights in terms of this consent:
 - 9.1. The right of a data subject to correct their details. The school will attempt to keep information updated. Should any of details of a data subject change, the school should be notified to ensure that all records are as accurate as possible.
 - 9.2. The right to revoke consent. Data subjects may revoke the consent that has been given in terms of this form at any time. This should be done in writing and addressed to the information officer of Curro, at paainfo@curro.co.za. Revoked consent is not retroactive and will not affect any past or current use of information.
 - 9.3. All the aforesaid information is contained in Curro's policy on the Protection of Personal Information and its privacy policy, both available on the Curro website, as well as at Curro Head Office.
9. I also consent to the following (mark with ✓ if consent is given)
 - 10.1. to receive marketing information relevant to the marketing of Curro only, in the form of SMSes, WhatsApp messages, emails, etc. from the school.
 - 10.2. to make personal information (limited to photos/images of learners participating in events) available on broadcast platforms, including video recordings for a programme related to the school, as well as any participation in any school sports or school cultural event on a television station or other form of transmission or broadcasting platform including the Internet or apps, including the livestreaming of such events.
 - 10.3. to be added on Curro school WhatsApp groups for parents/guardians, solely related to Curro school activities, including relevant class groups and sports groups, administrated by Curro staff.

Learner name			Grade	
Parent/Guardian name				
Address				
Tel no.		Cell. no.		

Signature of parent/guardian
Learners of 18 years or older may sign themselves

Date

Any of the clauses within the Learner Admission Contract that appear in bold text may limit the liability of the School and/or require the Parents to indemnify the School and/or place obligations on the Parents. These clauses should be carefully read and noted.

The rights and obligations that Parents and the School have under this Learner Admission Contract are in addition to and in no way affect the statutory rights and remedies they have in terms of the Consumer Protection Act or any other legislation. Nothing in the Learner Admission Contract is intended to or must be understood to unlawfully restrict, limit or avoid any rights or obligations created in favour of the Parents, the Learners or the School.

1. INTERPRETATION

Where the first letter in the word(s) is in capital letter(s) the Parents must refer to clause 1 (one) of the Learner Admission Contract where they will find the meanings of the terms. Unless the context requires otherwise:

- 1.1 **“Account Holder”** means each of the person/s referred to in the Admission Application Form as the Account Holder, and shall include Parents, who accordingly accept joint and several liability to the School for payment of the School Fees, Additional Fees, Enrolment or Registration Fees and Annual Reregistration Fees (where applicable).
- 1.2 **“Additional Fees”** means any form of contribution of a monetary nature paid/owing by the Account Holder that is not included in the definition of School Fees, Enrolment or Registration Fees or Annual Re-registration Fees. Additional Fees shall include, but not be limited to, bus or travel fees, tablet fees, excursion fees, educational levies, school uniform costs and cost of stationery purchased from the School and the like. Additional Fees may be communicated in the Annual Fee Letter or by Additional Fee Notice to the Parents and Account Holders at any time during the school year.
- 1.3 **“Additional Fee Notice”** means a letter provided to Parents and Account Holders by the School, from time to time, setting out Additional Fees not recorded in the Annual Fee Letter.
- 1.4 **“Admission Application Form”** means the standard Admission Application Form, titled Application for Admission Form, in relation to the School, provided to and completed and signed by the Parents in applying for the Learner’s admission and to which the Learner Admission Contract is attached, or should a Learner already be enrolled at the School and the Parents have completed an admission form previously then the personal particulars of the Parents, Learner and Account Holder, as set out in that admission form, shall solely be included in this Learner Admission Contract with the exclusion of all other clauses set out in the admission form which have been substituted herein;
- 1.5 **“Annual Fee Letter”** means a letter provided to Parents and Account Holders, annually, by the school, setting out School Fees, Enrolment or Registration Fees, Annual Reregistration Fees and Additional Fees.
- 1.6 **“Annual Re-registration Fee”** means, where applicable, an annual fee payable by the Account Holder to reapply and reregister at the School.
- 1.7 **“Calendar Month”** means any one of the twelve months of the year, calculated from the first day to the last day of the specific month.
- 1.8 **“Code of Conduct”** means the Curro policy that describes the conduct the School expects from all its Learners including, but not limited to Learner conduct in the classroom, on the sports field, during all school events, on the school campus and at any other time where a Learner will, through association, be representing the School. The Code of Conduct aims to provide a suitable environment to accommodate learning excellence and to, amongst other aspects, uphold the principles of integrity, honesty, respect, high morals, consideration for others, good manners and punctuality.
- 1.9 **“Consumer Protection Act”** means the Consumer Protection Act, No. 68 of 2008, and all its regulations, and as amended from time to time.
- 1.10 **“Curro”** means Curro Holdings Limited (Registration number 1998/025801/06), a public company listed on the Johannesburg Stock Exchange (JSE).
- 1.11 **“Curro Policies”** means all external policies published as part of the Curro policy structure, as revised from time to time, which are applicable to all schools managed by Curro and which includes inter alia the Curro Fees Policy, the Curro Debtor Management Policy, the School’s Constitution, the School’s Admissions Policy, the Curro Code of Conduct, the Curro Dress Code Policy, the Curro Aftercare Policy, the Curro Hostels Policy, the Curro School Transport Policy, and the Curro Parent and Guardian Protocol Policy.
- 1.12 **“Education Services”** means the services as described in the constitution of the school and which forms part of the Curro Policies.
- 1.13 **“Enrolment or Registration Fee”** means a fee payable by all new Account Holders enrolling at the School and, which in terms of the relevant Curro Policies, is non-refundable.
- 1.14 **“Learner”** means any child accepted and admitted as a Learner at the School following application for such admission, by the Parents, in terms of an Admission Application Form and the Learner Admission Contract.

- 1.15 **“Learner Admission Contract”** means this document read together with the Admission Application Form, the Curro Policies and any School Specific Policies and School Rules. All policies are available to Parents and Account Holders at the relevant School's office. The Curro Policies are also available on the main Curro website.
- 1.16 **“Learner Disciplinary Policy”** means the Curro policy that guides the School's principles of positive and fair discipline and the consistent application of appropriate, disciplinary measures where necessary.
- 1.17 **“Learner Personal Information Policy”** means the Curro policy that promotes the protection of personal information of Learners and ensures that the Learners' right to privacy are protected, subject to justifiable limitations, and are in line with the Protection of Personal Information Act of 2013.
- 1.18 **“Parents”** means each of the persons indicated in the Admission Application Form as the parents and/or legal guardians of each learner referred to in such Admission Application Form and who sign this Learner Admission Contract as the “Parents”. Throughout this Learner Admission Contract reference is made to “Parents” instead of “Parent” or a guardian, and the reason for this is that in many instances both Parents and/or guardians will sign the Learner Admission Contract, and therefore if the Learner Admission Contract is signed by one Parent or guardian only (if a Learner only has one parent/guardian who has care/contact in respect of the Learner), all references in the Learner Admission Contract to “Parents” should be read as if those references are to that Parent or guardian. Account Holders are included in the definition of “Parents” to the extent that the Account Holder may differ from the “Parent/s” as set out in the Admission Application Form.
- 1.19 **“Parties”** means the parties to this Learner Admission Contract, being the Parents, Account Holder and the School.
- 1.20 **“School”** means the school operating from the physical address referred to in the Admission Application Form or such different name given to the School from time to time.
- 1.21 **“Schools Act”** means the South African Schools Act, No. 84 of 1996, and as amended from time to time.
- 1.22 **“School Fees”** means the amount contained in the Annual Fee Letter or a different amount determined in accordance with the Learner Admission Contract. The School Fees shall escalate annually as notified by the School to the Parents on or before 1 December of the preceding school year. Should a Learner board at the School Hostel and/or attend Aftercare, the Parents will be required to complete the relevant sections of the Admission Application Form. For the avoidance of doubt the relevant Hostel and/or Aftercare fees shall be included in the amount referred to as School Fees throughout the Learner Admission Contract.
- 1.23 **“School Head”** or **“Executive Head”** means the Principal or, where applicable, the executive manager of the School from time to time, he or she being the individual responsible for ensuring the provision of the Education Services on a day-to-day basis, and includes with reference to any particular Education Service any person to whom the Executive Head has delegated his or her functions in respect of such service.
- 1.24 **“School Hours”** means those times (of which Parents will be made aware from time to time) during which the School will make available Education Services on the School Premises.
- 1.25 **“School Premises or School Facilities”** means the grounds and property (including buildings, school fields, furniture, furnishings and equipment) which will be provided to Learners, and in respect of which the access of the general public will be appropriately limited having due regard to the fact that a school will be operating on and from the school premises.
- 1.26 **“School Specific Policies and School Rules”** means the School policies and rules developed for the specific School (as amended from time to time), in addition to the Curro Policies, as controlled by the Policy on the Development of School Specific Policies, Rules and Procedures and which, amongst other aspects, governs the conduct and the behaviour of Parents and/or Learners in relation to the School and in relation to other Learners and Parents.
- 1.27 **“School Term”** means each term of the school year as notified by the School to the Parents from time to time, and
- 1.28 **“School Transport”** means appropriately registered and licensed public transportation services, as further described in the relevant Curro Policies, provided by the School itself, or independent contractors appointed by the School, for use by Learners as a bus service to and from the School (for the avoidance of doubt, the Schools may elect in the sole and absolute discretion whether or not to make the aforementioned transport services available to its Learners).
- 2. GENERAL TERMS OF ENROLMENT**
- 2.1 Should the Learner's application for admission be successful, the School agrees to enrol the Learner upon and subject to the terms and conditions of the Learner Admission Contract. The School reserves the right to apply for a full credit check on the Parents, including contacting any previous schools that the prospective learner has attended, in order to assess amongst other aspects, the Parents' financial means in order to assess their ability to satisfy the financial obligations as set out in the Learner Admission Contract. **The Parents hereby authorise the School and/or any of its associates to conduct any credit inquiries on the Parents as may be necessary from time to time. The Parents hereby give the School permission and authorisation to supply consumer credit information to any debt**

- collectors and/or credit bureaux (and in this regard it is recorded and acknowledged by the Parents that the School may transmit to any debt collectors and/or credit bureaux data about this Learner Admission Contract as well as information on the noncompliance with the terms and conditions of this Learner Admission Contract by the Parents).
- 2.2 The South African Schools Act established a national schooling system and recognises two categories of schools: public and independent. Public schools are state controlled and independent schools are privately governed. Curro is a JSE listed public company which offers schooling in independent schools to predominantly South African Learners. It is recorded that Parents have a wide range of schooling options for their children in South Africa, whether in public schools, independent schools or through home schooling. Curro carries the full financial risk when erecting school buildings and other infrastructure and employing staff members. The costs involved in operating the School are primarily funded by School Fees. In the competitive South African education services market, Curro strives to make available and render a high standard of education as this is expected by both Parents and Learners. The School must accordingly financially budget to achieve and maintain superior quality education and if the Parents are unable to meet their financial obligations in terms of the Learner Admission Contract, the quality of education offered at the School will suffer.
- 2.3 A Learner shall be enrolled for one academic year only. Each Learner will be required to be re admitted on an annual basis and may be required to pay the Annual Reregistration Fee (where applicable). An existing Learner will be regarded as automatically having applied for readmission, save for where the School is formally informed that the existing Learner is leaving the School. The Learner's application will then be considered by the School who may readmit the Learner at the sole discretion of the School. Re-applications might be unsuccessful in the case of, for example, if the Learner no longer meets the age group for the grade applied for, serious disciplinary issues involving the Learner, or failure on the Learners part to comply with the School Specific Policies and School Rules or the contractual failure of the Parents or the Account Holders. For the avoidance of doubt, the aforementioned cases are not meant as an exhaustive list and in no way limit the School's discretion to refuse any application for re-admission.
- 2.4 The Parents of each Learner agrees to sign an updated Learner Admission Contract should the School require them to do so. Furthermore, even though the Learner Admission Contract has been signed by the Parties, the Learner Admission Contract may still be cancelled by the School as a result of, for example, non-payment of School Fees by the Parents. The Learner may, as a result, not be able to attend the School or if already present may be required to leave the School. A Learner will not be allowed to attend the School at the beginning of the first School Term, of any school year, until all amounts which are due for payment before the beginning of the first School Term of the school year have been paid. The amount due will include, in the case of a school year, all overdue amounts which remain unpaid from the previous school year by the Parents (including any legal costs and other costs incurred by the School to recover School Fees) in terms of the Learner Admission Contract
- 2.5 The School reserves the right to contact any previous school that the prospective learner has attended, in order to obtain a reference for the Learner and the Parents.
- 2.6 The School shall only be bound by the Learner Admission Contract if it has been signed by or on behalf of the Parent/s and the School. The Executive Head, or his/her duly authorised representative, is collectively authorised by the School to sign the Learner Admission Contract, or any other relevant documentation, on the School's behalf. The School shall however be entitled to waive compliance with the requirement that the Learner Admission Contract be signed by one or more of the Parents or the School. **Should the Learner Admission Contract not be signed by all of the Parents it shall not affect or limit the liability of those Parents on whose behalf it was signed.**
- 2.7 School attendance by the Learner is compulsory in terms of the Schools Act. The School must therefore be provided with any information in respect of casual or prolonged absence from the School by the Learner. Parents and Learners agree to approach such absences in the manner described by the relevant Curro Policies and other School Specific Policies and School Rules that might be implemented from time to time.
- 2.8 If the Parents have any queries, concerns and/or complaints relating to the School and/or a Learner's involvement in the School and/or any matter arising out of the Learner Admission Contract it must be raised, in writing, with the Executive Head or his/her delegate.
- 3. OBLIGATIONS OF THE SCHOOL**
- 3.1 The Executive Head or his/her duly authorised representative has sole discretion to admit and enrol a prospective learner or to refuse a prospective learner without giving reasons. The Executive Head or his/ her duly authorised representative may, at his/her sole discretion, grant temporary enrolment to a prospective learner, subject to any terms and conditions that the Executive Head may impose, at his/her discretion. The Executive Head may cancel the enrolment (including

temporary enrolment) of a Learner in accordance with the Learner Admission Contract and the relevant Curro Policies, including the Curro Admissions Policy, the Curro Admissions Procedure, the Curro Code of Conduct, and School Specific Policies or School Rules.

3.2 **Until the Learner Admission Contract is signed by the Parties and the Enrolment or Registration Fee or Annual Re-registration Fee (where applicable) is paid, nothing in the Learner Admission Contract shall be construed as a representation or warranty made by the School to the Parents or the Learner that the prospective Learner will in fact be admitted.**

3.3 While the Learner is enrolled at the School the staff of the School undertakes to exercise reasonable care in respect of the Learner's education and welfare during School Hours and/or when the Learner is permitted or required to be on the School Premises and/or when the Learner is attending a school activity.

3.4 The School shall provide Education Services for the benefit of such Learner and other Learners at the School during School Hours or extracurricular activities and in doing so will exercise skill and care.

3.5 The School will at all times but within reason maintain, service, repair or replace the School Facilities from time to time, to the extent that the School in its sole discretion is of the opinion that such work may in fact be required or as required by relevant education facility legislation.

3.6 The School shall provide the Parents with the bank account details into which all payments must, from time to time, be made by the Parents.

3.7 The School will monitor each Learner's progress and on a regular basis generate and send to the Parents progress report cards. Where there is any concern about a Learner's progress, the School will arrange for a meeting with the Parents to discuss and deal with the concerns. Without creating any further obligations for the School it will for an initial period of 3 (three) calendar months after a new Learner has started school, use its best endeavours to identify any physical, mental or emotional conditions that may cause any obstacle to or difficulty in or restriction on a Learner's learning ability. Should further diagnosis be required, after the aforementioned initial period, the School will arrange for an appropriate assessment by an appropriately qualified and experienced professional after making the required written recommendation to the Parents and only after it has received a written request and consent from the Parents. The cost of the assessment will be at the cost of the Parents. The Parents will at all times have the right to seek a diagnosis from a suitably qualified and experienced professional of their choice and will not be obliged to use the services of a professional suggested by the School. Whilst the School itself may be able to identify possible Learner specific conditions or educational needs, it is not in a position to diagnose the

Learner with any specific medical condition or special educational needs. The School specifically draws the Parents' attention to the fact that the School's Facilities and resources may limit its ability to provide a high quality of education to Learners with special needs. The Executive Head may in his/her sole discretion cancel the Learner Admission Contract should the School no longer be able to provide adequate education to a Learner with special education needs. The payment of School Fees is dealt with in clause 5 below.

4. OBLIGATIONS OF THE PARENTS

- 4.1 The Parents must assist the School by ensuring that:
- 4.1.1 they fulfil all of their obligations contained in this Learner Admission Contract.
 - 4.1.2 they encourage and assist the Learner in his/her studies by giving appropriate support at home.
 - 4.1.3 they maintain a positive and respectful relationship with the School, its Learners and all of its staff.
 - 4.1.4 they attend meetings when requested to by the School and keep communication with the School open, informing the School of any matters that affect the wellbeing of the Learner.
 - 4.1.5 they provide the School with any changes to the Parents and/or Learner's personal information that is contained in the Admission Application Form including change of address and/or contact numbers, within two weeks of becoming aware of the change.
 - 4.1.6 **they confirm that all of the information that they have provided/will provide to the School is both true and correct. Should Parents withhold information from the School, and the information is considered important and relevant by the School, the School may elect to cancel the Learner Admission Contract, in terms of clause 7 (seven) of the Learner Admission Contract.**
 - 4.1.7 they inform the School, in writing and before the Learner attends school, of a Learner's special education needs, whether physical, including hearing impairment, visual impairment, or neurological impairment; or behavioural; or emotional; or any other medically assessed special need.
 - 4.1.8 **they acknowledge and accept full responsibility for the Learner after the notified finishing time of any particular school day or school related activity or event, whether the Learner is on the School Premises or not.**
 - 4.1.9 **they acknowledge that they have read and understood each of the Curro Policies, the School Specific Policies and School Rules relevant to this Learner Admission Contract and agree to abide by the terms and conditions contained therein. Furthermore, they agree to abide by any other School**

Specific Policies and School Rules that the School may prescribe from time to time. The Parents will ensure that the Learner, any other guardian/parent of the Learner, the Account Holder, or any person who has rights of control and makes decisions in respect of the Learner shall abide by the Curro Policies, the School Specific Policies and School Rules. The Parents agree to support the School and the conditions/rules contained in the Curro Policies, the School Specific Policies and School Rules. The School shall ensure that copies of the aforementioned policies are available, free of charge, at the School office.

5. FEES AND PAYMENTS

5.1 At the commencement of this Learner Admission Contract, the School Fees, Enrolment and Registration Fees, Annual Reregistration Fees and Additional Fees for each Learner as set out in the Annual Fee Letter are payable by the date(s) and in the manner and at the place described in such Annual Fee Letter.

5.2 **Parents should immediately inform the School if the Annual Fee Letter is not received within 7 (seven) days after the commencement of the first School Term. The failure by the School to make the Annual Fee Letter available to Parents shall not absolve the Parents from payment of any fees as contained therein and it is the Parents responsibility to verify the applicable fees payable.**

5.3 The Parents agree to reimburse to the School any expenses that the School incurs on behalf of or in relation to the Learner, such as emergency medical expenses. Proof of such expenses will be made available to Parents on request.

5.4 School Fees for a school year shall be determined on or before 30 November and Parents shall be notified of the amount on or before 1 December of the preceding school year. Notification may take place via a written notice, or email, or text message, in terms of the contact details provided for in the Application Admission Form.

5.5 **Once a Learner has been admitted to the School the Parents are liable for the full year's School Fees for that specific year. The Parents may pay the School Fees in instalments but must be aware that should the Parents default they will be liable for the full year's School Fees.**

5.6 School Fees are due and owing from the beginning of the school year and in the event that interest may accrue to Parents as a result of the upfront payment of fees, such accrued interest shall be considered to be the School's income. It is specifically recorded that the Parent consents to and acknowledges that they will not be paid any interest that may accrue as a result of the payment of School Fees.

5.7 School Fees are to be paid in advance, either annually, termly or monthly (on/before the second day of each

month), as set out in the Annual Fee Letter. The Parents may select a particular period and should they wish to change to another payment period (as provided for in the Annual Fee Letter), they must request (through the School Office) to the School for such change to be effected. Such proposed change will not become effective until notice of acceptance of such change is given by the School. Should the Parents elect to make monthly payments they authorise the School to set up a debit order against their bank account for the payment of the monthly School Fees. For the avoidance of doubt, where Parents elect to make monthly payments, such payments are apportioned over 12 (twelve) equal monthly instalments (including December). As such even though the Learner does not technically attend school for the full month in December, the School Fees charged in that month represent a portion of the annual School Fees charged and as such become due and payable by the Parent. It should further be noted that the School may, following information obtained from any credit report of the Parent, prescribe a particular payment period for the Parent.

5.8 If the Parents fail to pay any instalment on the due date, contained in the applicable Annual Fee Letter, and the School grants them an indulgence of time to make such payment, this shall not be regarded as a waiver (giving up) by the School of their right to insist that all amounts owing be paid immediately or an agreement that the payment dates for the remaining instalments have in any way been extended or altered. The School does not have an obligation to extend any payment date, but may do so in their sole discretion.

5.9 School Fees shall escalate at least annually but in exceptional circumstances more regularly. **The School has the right to amend or escalate the amount of the School Fees and/or the payment obligations of the Parents in respect of the School Fees or any other payments on written notice to the Parents.** Should the Parents be unsure as to any of their financial obligations, it is the responsibility of the Parents to contact the School in order to obtain clarity.

5.10 If the proposed changes in the School Fees referred to in clause 5.9 are not acceptable to the Parents they must, within 7 (seven) days of being given notice, contact the School via email and/or letter and/or telephone. **Should the Parents not accept the proposed changes such Learner's admission to the School will cease with effect from the last day of the School Term, before the increased School Fees are due. For the sake of clarity, such termination will not have the effect of reducing or in any way doing away with any liability for the payment of any School Fees or any other amounts owing by the Parents in terms of the Learner Admission Contract.**

5.11 **If the Parents fail to give the required notification**

- referred to in clause 5.10 they will be regarded as having agreed to and accepted the proposed changes and will be liable for the full amount of School Fees as set out in the notice.
- 5.12 The School may from time to time notify the Parents of Additional Fees which relate to specific activities, outings, stationery, and other items which may be recurring or once off, by giving advance notice to the Parents. The notice will stipulate exactly which activities, events or items the Additional Fees relate to. In the case of an activity/excursion, should the Parents elect to not pay the Additional Fees or should they fail to pay on or before the prescribed due date, then the Learner will not be permitted to participate in such activity. Furthermore, the School reserves the right to not permit a Learner to attend any extramural activities and/or excursions should the Parents not have paid any required Schools Fees and/or Annual Reregistration Fees and/or any other outstanding amounts, that are due and owing to the School.
- 5.13 The Parents will not be entitled to any reduction or refund in respect of School Fees or Additional Fees for any period that a Learner is under suspension or should the Learner be expelled, unless determined otherwise at the sole discretion of the School.
- 5.14 **Where there is more than one Parent, the liabilities or obligations of the Parents under the Learner Admission Contract will be joint and several, the one paying the other to be absolved. This means that the person to whom the liability or obligation is owed by the Parents will be entitled to look to all or any one or more of the Parents for the enforcement of its rights and that no Parent will be entitled to resist any claim on the grounds that it is liable or responsible for only a limited share of such claim. The School shall be entitled to hand the overdue account over to its attorneys or appropriately registered debt collectors who may in turn claim all default, administration, and collection costs as contemplated in the Magistrate's Court Act 32 of 1944 that may arise as a result of the Parent/s failure to pay.**
- 5.15 The Parents may delegate the obligation of payment of School Fees and Additional Fees to a third party. The School may however still, at their sole discretion, elect to claim any outstanding amounts from the Parents and not the third party. The School may, at their sole discretion, require a third party to sign an agreement with the School to confirm that they will be responsible for the payment of School Fees and Additional Fees. The School will not accept payment from the third party if a Parent has not signed the Learner Admission Contract.
- 5.16 **The Parties agree that failure by the Parents to settle any School Fees and/or Additional Fees which become due, owing and payable in accordance with the Learner Admission Contract shall constitute a** breach of the Learner Admission Contract. In that event, and without prejudice to any other rights that the School may have, the balance of the outstanding amounts for the remainder of the school year will become due and payable, 7 (seven) days after the date that the notice of breach is sent to the Parents. Should the Parents not remedy the breach then the School shall be entitled to:
- 5.16.1 **Cancel the Learner Admission Contract with the Parents and/or claim specific performance in terms of the Learner Admission Contract. The Learner may be required to leave the School at the end of the School Term in which the default occurred or 30 (thirty) days after the default occurred (whichever is the longer period). This period is to allow the Learner time to find an alternative school. The Parties acknowledge and agree that it is difficult, if not impossible, to fill a vacancy in the course of the school year and should a Learner have to leave, the School will suffer financial loss. Therefore, the Parties agree that the full year's School Fees may be recovered from the Parents on the basis of liquidated damages; and/or**
- 5.16.2 Present a written notice/certificate, signed by the Executive Head, or his/her nominee or the appointed regional accountant, indicating all of the outstanding amounts that are due and owing by the Parents and this shall be sufficient proof of the outstanding amount for the purpose of obtaining judgment (whether by default or summary or provisional sentence) in any legal proceedings. The burden of proof shall be on the Parents to indicate why the notice/certificate is incorrect; and/or
- 5.16.3 To institute legal steps or legal proceedings against the Parents to recover the overdue amount and all legal costs incurred by them, on an attorney and client scale, including collection commission, to the maximum extent permitted by law; and/or
- 5.16.4 The School may, without the consent of the Parents, cede, delegate and/or assign all or any of their respective rights and obligations in terms of this Learner Admission Contract to any third party. The Parents herewith consent to such cession, delegation and/or assignment and the result thereof.
- 6. SUSPENSION/TERMINATION OF ADMISSION AND NOTICE REQUIREMENTS**
- 6.1 Parents may terminate the admission and enrolment of a Learner at the School, after the commencement of the first day of the school year, by providing the School with at least 3 (three) calendar months written notice of termination of the enrolment of the Learner. Should the

- first day of the month fall on a Saturday, Sunday or public holiday or during any of the school holidays (“non-school day”), such notice must be furnished to the School by no later than the next school day, and that particular notice period will be calculated from the first day of the month during which such notice was received by the School. **Parents will still be liable for the full school years School Fees, but the School, subject to the approval of the Chief Financial Officer of Curro, has sole discretion to return a portion of any fees paid upfront or waive certain payments that the Parents may owe, should they pay the School Fees in instalments.**
- 6.2 Should the Parents wish to terminate the enrolment of a Learner prior to the start of the new school year for which the enrolment is applicable, the Parents undertake to furnish the School with written notice of his/her wish to terminate on or before 7 December of the preceding year. Should the Parents fail to furnish the School with such notice by 7 December, **the School may hold the Parents liable for payment of School Fees equivalent to a 3 (three) calendar month period of the relevant subsequent year.**
- 6.3 **The School may summarily and with immediate effect, terminate the Learner Admission Contract and admission and enrolment of the Learner, if the Executive Head, or his/her nominee, is, at his/her sole discretion, of the opinion that the conduct and behaviour of either the Parents or Learner is of such an unreasonable nature that it is negatively affecting or is likely to negatively affect the progress of other Learners in attendance at the School, and/or the well-being of any member of the School, and/or the School’s reputation and good name. In the case of a Learner, who is subject to a disciplinary hearing as a result of his/her conduct, the School shall be entitled, pending the outcome of a disciplinary enquiry, to suspend the Learner from the School, and pursuant to the outcome of the disciplinary enquiry, to terminate the admission of such Learner in accordance with the Curro Policies, the School Specific Policies and/or School Rules. The Parents shall be liable for the full year’s School Fees which shall become due and owing on the date of cancellation of the Learner Admission Contract. The Parents will further be liable for any damage to or loss of School Facilities suffered as a direct result of the Learner’s misconduct. The School, subject to the approval of the Chief Financial Officer of Curro, has an absolute discretion to return a portion of any fees paid upfront or waive certain payments that the Parents may owe should they pay the School Fees in instalments.**
- 6.4 The School, by giving 3 (three) calendar months’ notice, may terminate the Learner Admission Contract and the admission and enrolment of a Learner if the Executive Head is reasonably of the opinion that the School can no longer provide adequately for any special educational needs of such Learner. The Learner shall be removed from the School at the end of the School Term in which the School provides the Parents with notice. Parents will still be liable for the full school year’s School Fees, but the School, subject to the approval of the Chief Financial Officer of Curro, has an absolute discretion to return a portion of any fees paid upfront or waive certain payments that the Parents may owe should they pay the School Fees in instalments.
- 6.5 The admission of a Learner will terminate automatically on the death of the Learner.
- 7. BREACH**
- 7.1 If the Parents or Learner breach the Learner Admission Contract, or Curro Policies, or any School Specific Policy, and/or School Rule/s, the School may elect to send them a notice stating that they are in breach. If the Parents or Learner remain in breach for a period of 7 (seven) days after receiving notification that the School requires the breach be remedied, then the School shall be entitled, without prejudice to its rights and at its sole discretion, to follow the procedures as set out in the relevant Curro Policies, or School Specific Policies, School Rules, and/or the Learner Admission Contract depending on the nature of the breach, or to cancel the Learner’s enrolment and the Learner Admission Contract. Depending on the nature of the breach the Learner may be required to leave the School immediately. The School shall have no obligation to refund any School Fees to the Parents if the Parents remained in breach despite written notice.
- 7.2 The School may claim payment of all moneys owing by the Parents along with the remainder of the outstanding School Fees for the current school year.
- 8. PROTECTION OF PERSONAL INFORMATION**
- 8.1 **The Parents and the Learner acknowledge that they have read the contents of the Learner Personal Information Policy and consent to abide with the terms and conditions contained therein. The School specifically draws the Parents’ attention to the consent form contained within the aforementioned policy which confirms that the Parents’ consent to the School processing the Learner’s personal information as contained in section 35 (thirty-five) of the Protection of Personal Information, Act 4 of 2013.**
- 8.2 The Parents and the Learners acknowledge that informal photographs may be taken of the Learners and/or the Parents at various school events or whilst on the School Premises and that insofar as these photographs are placed in the possession or control of the School these photographs might be used by the School or Curro or its subsidiaries or associates, in the electronic or printed media such as websites, newspapers, advertisements, magazines and various other sources. The Parents and the Learners consent to

- the use of the photographs as mentioned in this clause.
- 8.3 Neither the School nor any of their managers, representatives, staff members, other employees, and/or any executive committee member, prescribed officer or director of Curro, will be liable for any loss or damage that either the Parents or any Learner suffer as a result of the School furnishing any opinion or making any statement or disclosure of information if carried out in accordance with the provisions of the Learner Personal Information Policy.
- 8.4 The School undertakes to exercise reasonable care with a view to ensuring that the provision of any information concerning a Learner is accurate, and any opinion given regarding a Learner's ability, aptitude and character is fair.
- 8.5 The Parent hereby provides its consent to the School to distribute the Parents' names and contact details to other Parents, staff of School, Curro Holdings, or any other responsible persons authorised or delegated by the School for any School related purpose.

9. ACKNOWLEDGEMENTS, WAIVERS AND DECLARATIONS BY THE PARENTS

- 9.1 The Parents hereby acknowledge and confirm that:
- 9.1.1 The School reserves the right to apply the consequences of its Code of Conduct, Learner Disciplinary Policy, any other relevant Curro Policies, the School Specific Policies and School Rules, whether the Learner commits a breach on or outside of the School Premises.
- 9.1.2 They have familiarised themselves with the nature and extent of the Education Services (which includes sports activities) organised and provided by the School, as well as the School Facilities for the use of Learners and that they are fully aware of the risks and dangers that each Learner may be exposed to as result of his/her participation in the Education Services and use of the School Facilities.
- 9.1.3 They undertake to indemnify and hold harmless the School, and/or the Executive Head and/ or any member of staff, and/or any executive committee member, prescribed officer or director of Curro, against any claims arising from or in respect of the theft, loss, damage or destruction of any personal property of whatever nature (including school uniforms, sporting equipment, books, or any other personal possessions) brought onto the School Premises by a Learner (save that this undertaking will not apply to any person in whose care and possession any of the personal property has been placed and the theft, loss, damage or destruction is as a result of gross negligence or intentional damage).
- 9.1.4 Unless they specifically notify the School to the contrary, his/her consent to the Learner

participating, under supervision, both inside and outside the School Premises in any sports; or activities; or travel to any school activity at another venue; which may result in physical injury, shall be deemed to have been given. The School shall not be responsible for any injury, loss or damage to the Learner or the Learner's property resulting from any of the abovementioned activities, except in the case of gross negligence on the part of the school staff or agents, and the Parents indemnify the School against any claims in this regard.

- 9.1.5 They will not withhold/delay payment should the School be in breach of any of its obligations.
- 9.1.6 They acknowledge and accept that the School may have to increase the intended number of Learners in a class should a Learner have to repeat a grade.
- 9.1.7 **They shall not hold the School and/or the Executive Head, any member of staff and/or any executive committee member, prescribed officer or director of Curro, liable for any act or omission, that is actionable in law and may/has caused damage, injury or harm, including death, or loss of property, unless the act or omission amounts to gross negligence or was carried out intentionally.**
- 9.1.8 They accept that a Learner may require emergency medical care at a time that neither of them is easily contactable and therefore delegate to the Executive Head and/or his/her nominee and/or staff members of the School, the power to authorise any and all such medical treatment and take any and all such steps that he/she considers necessary to provide the Learner in question with the best medical care possible under the circumstances. If specific medical conditions are present which may impact emergency treatment, it is advisable that a medic-alert bracelet be worn by the Learner.
- 9.1.9 They have recorded in the Admission Application Form all relevant details of each Learner's medical conditions (if any), prescribed medication (if any) and/or special healthcare needs (if any) and promise to immediately notify the Executive Head of any changes in a Learner's health, medicine, wellbeing or special health-care needs.
- 9.1.10 They indemnify and agree to hold harmless the Executive Head, the School and any of their directors, managers, representatives, staff members, other employees and/or any executive committee member, prescribed officer or director of Curro, from and against any claim made by any person, including by or on behalf of any Learner or either Parent, arising

from or in connection with any physical and/or emotional and/or mental injury or harm or death as a result of any medical treatment or medication administered and/or any steps taken to arrange such emergency medical treatment for a Learner.

- 9.1.11 They acknowledge and accept responsibility for the payment of all medical and related costs for each Learner's medical treatment.
- 9.1.12 They acknowledge that their on-going co-operation with the School and good relationships amongst Parents of the School and amongst the Learners at the School is vital to the provision of a holistic and optimal educational experience for each Learner.
- 9.1.13 **They confirm and agree that they have read and understood the Code of Conduct and all of the relevant Curro Policies, School Specific Policies and School Rules in existence as at the date of the admission to the School of each Learner, they accept the content thereof as binding upon them and each Learner and undertake to abide by them and to properly familiarise themselves with all amendments to, inter alia, the School Policies from time to time.**
- 9.1.14 In the event of a Learner making use of School Transport, they indemnify and agree to hold harmless the Executive Head, the School and any of their directors, managers, representatives, staff members, other employees and/or any executive committee member, prescribed officer or director of Curro, from and against any claim made by any person, including by or on behalf of any Learner or either Parent, arising from or in connection with any physical and/or emotional and/or mental injury or harm or death as a result of the Learner's use of the School Transport.
- 9.1.15 They are aware that the Executive Head may in terms of the Code of Conduct, suspend or expel a Learner from the School. The Parents' attention is specifically drawn to the content of the School's Code of Conduct and Learner Disciplinary Policy. The examples in the School's Code of Conduct set out examples of offences and misconduct however this is not a closed list and a Learner may be suspended or expelled for offences which are not contained in the Code of Conduct. Further the Executive Head may remove the Learner from the School if, in the discretion of the Executive Head, the Learner's progress, attendance or behaviour (including behaviour outside of school hours or off the school premises) is seriously unsatisfactory and the removal of the Learner will be in the best

interests of the School and the other Learners. The School will provide the Parents with written notice of the termination. Depending on the severity of the misconduct the School will determine when the Learner will be required to leave the School and the date will be set out in the notice of termination. Parents must be aware that the termination, in certain circumstances, may be immediate.

10. COSTS

In the event that the School briefs legal representatives to enforce or advise the School on any of its rights in terms of the Learner Admission Contract or any of the School Policies or in order to defend any proceedings brought against the School, or any member of staff or other employee, it shall be entitled to recover these costs on an attorney own client scale, including commission and tracing charges, against the Parents.

11. NON-COMPLIANCE

- 11.1 **Once a Learner has been admitted to the School the Parents are liable for the full year's School Fees for that specific year. The Parents may pay the School Fees in instalments, but must be aware that should the Parents default they will be liable for the full year's School Fees. Should the Parents neglect or refuse to pay any School Fees, Additional Fees, or any other amount due and payable to the School, promptly on the respective due date, or should the Parents commit any act of insolvency or give notice of any intention to surrender their estate; or should an application be brought for the provisional or final sequestration of their estate or of their liquidation; or should the Parents make any compromise arrangement with their creditors or should any judgment of any court be taken against the Parents, the full amount of outstanding School Fees and Additional Fees, if any, together with all other outstanding amounts will immediately become due and payable without any further notice to the Parents/Learner.**

12. VARIATION

The School reserves its right to amend the Learner Admission Contract from time to time for legal, safety or substantive reasons in order to assist the School in providing superior education to its Learners. The School shall endeavour to provide the Parents with 1 (one) school term's notice of any amendments. No variation of the conditions which have the effect of releasing the Parents and/or the Learner from any obligations in the Learner Admission Contract shall be binding on the School unless contained in a written document that is signed by the Executive Head, or his/her nominee.

13. DOMICILIA AND NOTICES

- 13.1 Where the Parents have to give a notice to any party in terms of the Learner Admission Contract, such notice shall be valid if delivered to the School's physical

- address, fax number or email address, which details appear on the Admission Application Form.
- 13.2 Where a notice has to be given to the Parents in terms of the Learner Admission Contract, such notice shall be valid if delivered to the Parents' physical address or email address, as set out in this Learner Admission Contract.
- 13.3 The Parents also appoint the aforementioned address as their *domicilium citandi et executandi*. The *domicilium citandi et executandi* address is the physical address and/or email address where the Parents would like all legal notices to be served in respect of all processes which must be served or exceptions which may be taken arising out of the Learner Admission Contract.
- 13.4 Parents agree to provide the School with updated email addresses, fax numbers and/or cellphone numbers to ensure that the School is able to contact them.
- 13.5 The Parties may change their address by written notice to the other party.
- 13.6 The Parties agree that notice to one Parent shall be considered notice to all Parents.

14. JURISDICTION AND GOVERNING LAW

- 14.1 The Learner Admission Contract shall be governed by the law of South Africa.
- 14.2 The Parents' consent to Magistrate's Court having jurisdiction in respect of all proceedings connected with this Learner Admission Contract, notwithstanding that the amount claimed or the value of the matter in dispute exceeds such jurisdiction in terms of Section 45 of the Magistrate's Court Act 32 of 1944 (as amended). The School shall however not be obliged to institute action in the Magistrate's Court.
- 14.3 The School may at its sole election submit any matter or dispute connected with the Learner Admission Contract, to arbitration. The School shall however not be obliged to submit a matter to arbitration and may follow the usual legal process should it choose to.
- 14.3.1 The School shall inform the Parents via written notice that it intends on submitting the matter to arbitration.
- 14.3.2 The arbitration shall take place in accordance with the provisions of the Arbitration Act, No. 42 of 1965 (as amended or replaced from time to time). If the dispute is in regard to non-payment of School Fees, then the Rules of the South African Chamber of Arbitration shall apply as set out briefly below. Any other disputes shall be governed by the Arbitration Foundation of South Africa (AFSA).
- 14.3.3 Parties shall draft affidavits setting out the matter and they may employ legal counsel to assist them with the preparation and drafting.
- 14.3.4 The arbitration shall be held and concluded

within 30 (thirty) days after the dispute has been registered.

- 14.3.5 The arbitrator shall be such independent and suitably qualified person as appointed, solely, by the Chairperson of the South African Chamber of Arbitration.
- 14.3.6 This clause shall constitute the irrevocable consent of each party to the arbitration proceedings and no party shall be entitled to withdraw therefrom or to claim at such proceedings that it is not bound by this clause.
- 14.3.7 All communication between the parties and the arbitrator shall be done in writing.
- 14.3.8 The arbitrator must make an award within 14 (fourteen) calendar days (weekends/ public holidays included). An extension to this period may be given by the Chairperson of the Chamber.
- 14.3.9 Each of the Parties hereby irrevocably agrees that the decision of the arbitrator and the arbitration proceedings shall be final and binding and shall be capable of being made an order of any court to whose jurisdiction the Parties are subject
- 14.3.10 Should the School elect to arbitrate in accordance with the Rules of the South African Chamber of Arbitration, the Parents and/or any interested party may request a copy of the Rules from the School. The Rules must be provided on or before the School institutes a claim.

15. WHOLE AGREEMENT

- 15.1 This Learner Admission Contract and Admission Application Form constitutes the whole agreement between the Parties, except to the extent that the Learner Admission Contract provides otherwise, and no agreements, representations, warranties, variations, deletions, or agreed cancellation between the Parties other than those set out herein are binding on the Parties, unless reduced to writing and signed by both the Parents and the School.
- 15.2 The Learner Admission Contract and Application Admission Form may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be taken together and deemed to be one instrument.
- 15.3 If any provision of the Learner Admission Contract is held to be unenforceable for any reason, it shall be adjusted rather than voided, if possible, in order to achieve the intent of the Parties to this Learner Admission Contract to the extent possible. In any event, all other provisions of the Learner Admission Contract shall be deemed valid and enforceable to the full extent possible.

We, the undersigned, have read the contents of this Learner Admission Contract along with the Admission Application Form, and we declare that we understand the content thereof and agree to be bound by its terms and conditions.

Dated at _____ on this ___ day of _____ 202__.

As witnesses:

1. _____

2. _____ **PARENT ONE**

Name: _____

ID no.: _____

Domicilium address: _____

Email: _____

Dated at _____ on this ___ day of _____ 202__.

As witnesses:

1. _____

2. _____ **ACCOUNT HOLDER**

Name: _____

ID no.: _____

Domicilium address: _____

Email: _____

Dated at _____ on this ___ day of _____ 202__.

As witnesses:

1. _____

2. _____ **PARENT TWO**

Name: _____

ID no.: _____

Domicilium address: _____

Email: _____

Dated at _____ on this ___ day of _____ 202__.

As witnesses:

1. _____

2. _____ **ON BEHALF OF SCHOOL**

1. POLICY STATEMENT

- 1.1. It is the policy of Curro Holdings Limited ('Curro'), to expect conduct of the highest standard from all learners at schools managed by Curro. This includes but is not limited to conduct in the classroom, on the sports field, during all school events, on the school campus and at any other time where a learner will, through association, be representing the image of such a school or Curro in general.
- 1.2. This policy is drafted within the legislative framework of, amongst others:
 - 1.2.1 Constitution of the Republic of South Africa
 - 1.2.2 South African Schools Act, No. 84 of 1996
 - 1.2.3 National Education Policy Act, No. 27 of 1996
- 1.3. This policy prescribes certain responsibilities obligations of the stakeholders and disregard for these obligations can lead to the implementation of the prescribed disciplinary procedures outlined in the School Disciplinary Policy (CURH14PO).
- 1.4. In general, this policy expects all stakeholders to uphold the principles of integrity, honesty, respect, high morals, consideration for others, good manners and punctuality.

2. POLICY STAKEHOLDERS

- 2.1. This policy is applicable to all teachers, learners, parents of learners, guardians acting on behalf of learners and sponsors responsible for the payment of school fees on behalf of learners.
- 2.2. It is the responsibility of the school to:
 - 2.2.1 ensure that copies of the learner code of conduct are available on the Curro website under 'Info for Parents: School Policies'.
 - 2.2.2 When requested in writing, the school must provide stakeholders with printed copies of this policy.
- 2.3. It is the responsibility of teachers to:
 - 2.3.1 ensure that all stakeholders are annually made aware of the content and implementation requirements of this policy;
 - 2.3.2 ensure that the provisions of this policy are enforced;
 - 2.3.3 make this code of conduct, or any other policy of the school, available (on written request of) to learners and parents/guardians, when requested to, and
 - 2.3.4 implement and apply the code of conduct equally and fairly.
- 2.4. It is the responsibility of learners to:
 - 2.4.1 familiarise themselves with the contents of this code of conduct;
 - 2.4.2 sign a copy of the acknowledgment attached as Addendum A to this policy confirming that he/she has received this code of conduct and agrees to adhere to it;
 - 2.4.3 comply with instructions from teachers and the general rules of the school;
 - 2.4.4 behave responsibly and not endanger the safety and welfare of others;
 - 2.4.5 respect and care for the property of the school and others;
 - 2.4.6 maintain sound relations with others at school, be courteous and respect the dignity and self-worth of others;
 - 2.4.7 be punctual and observe the timekeeping practices of the school;
 - 2.4.8 behave honestly and conduct themselves with integrity;
 - 2.4.9 accept legitimate punishment and disciplinary action taken against them as being fair, reasonable and rehabilitative;
 - 2.4.10 demonstrate a positive attitude towards the opportunity to learn and be diligent in their efforts to learn, and
 - 2.4.11 conduct themselves within the policies, codes and rules of the school, whether described in this code of conduct or any other policy or rule implemented by the school.
- 2.5. It is the responsibility of parents/guardians/sponsors to:
 - 2.5.1 familiarise himself/herself with the contents of the code of conduct and to ensure that the code of conduct is properly understood by the learners;
 - 2.5.2 participate in the learning process and assist their children with homework, provide encouragement, check results and communicate freely with the school;
 - 2.5.3 sign a copy of the acknowledgment attached as Addendum A to this policy confirming that he/she has received a copy of this code of conduct and do what is practically possible;
 - 2.5.4 actively support the efforts of the school and its teachers to teach their children;
 - 2.5.5 fully involve themselves in school activities;

- 2.5.6 make positive suggestions and contributions to improve the school's education process and the learning environment;
- 2.5.7 work with the school to overcome any learner behaviour which negatively impacts on the learning environment;
- 2.5.8 support the disciplinary structures and procedures of the school in the interest of maintaining an orderly and positive learning environment;
- 2.5.9 encourage their children to participate fully in the school and extramural activities
- 2.5.10 ensure that learners attend all compulsory attendance functions and activities and that school timekeeping requirements are observed;
- 2.5.11 keep them informed about their child's progress and behaviour as reflected on progress reports;
- 2.5.12 inform the school in writing of any changes in their contact details, and
- 2.5.13 ensure that school and other fees are paid timeously.

3. GUIDELINES AND RULES

- 1.1. Every learner at the school is bound by this code of conduct.
- 1.2. General rules
 - 1.2.1 Learners shall support the executive head and members of staff to establish and maintain good order and an environment and conditions in which the process of teaching and learning can take place. Learners shall be required to obey and promptly carry out any instructions reasonably given by the executive head, any teacher or class leader to this end.
 - 1.2.2 In their dealings with one another, learners shall be required to show mutual respect and tolerance. Learners shall refrain from any conduct calculated to harm the physical, mental or moral welfare of any other learners, or which may have that result.
 - 1.2.3 Curro managed schools are smoke-free, drug-free, alcohol-free, weapon-free, gun-free and gambling-free zones.
 - 1.2.4 Teachers have the right to make and display rules regarding classroom conduct in their own classrooms and insofar as these rules do not interfere with this code of conduct, school rules or the rights of the learners, learners must adhere to these rules.
 - 1.2.5 The rules regarding property are applicable to all school property which includes: The land and buildings occupied by the school and any permanent or relatively permanent fixture or fitting on or in such land or buildings, including equipment, computers, books, materials, motor vehicles and the like, owned by the school, hired by the school or stored by the school, the property of members of staff, fellow learners, visitors to the school and others. These rules apply to property on the school premises, in the vicinity of the school, at or in the vicinity of the venue of any school activity, as well as any mode of transport conveying learners to or from school or school activities.
 - 1.2.6 The school and Curro reserves the right to take disciplinary action against a learner for misconduct that took place 'off-site', e.g. after school hours and/or off school premises, and/or which may have a negative impact on the school and/or other learners as a result.
 - 1.2.7 Every learner has a right to education and the school respects this right.
 - 1.2.8 Registers must be kept to record the learner attendance in every class.
 - 1.2.9 Although the school will attempt to make parents/guardians aware of any notices issued to learners through SMS, email or MyHub, it is the responsibility of the learners to ensure that parents/guardians receive notices.
 - 1.2.10 Different schools managed by Curro have different school uniforms and different rules apply.

4. AMENDMENT

- 1.3. This policy is subject for review within one calendar year of the date of last review, update or amendment.
- 1.4. This policy may be subject to review, update or amendment within the set calendar year, if the same is required by or in terms of change in legislation, change in external policy guidelines and/or relevant court rulings.
- 1.5. This policy may only be amended by the head of department overseeing the category under which auspices this policy finds application.

The list of transgressions in the table is not an exhaustive list.

Every matter shall be dealt with on its own merits and the offences and sanctions below are guidelines that may/may not be followed by the school.

Type of learner misconduct/ transgression	Recommended sanction		
	First transgression	2nd/repeat transgression	Subsequent transgression
VERY SERIOUS MISCONDUCT			
1. Misconduct relating to violence, discrimination and harassment			
1.1. Violent, abusive, intimidating or threatening behaviour, verbal or physical, and/or 1.2. fighting, assault, threatened or actual, and/or 1.3. victimisation, bullying or initiation of any sort, including cyber bullying or intimidation, regardless of the electronic platform used and/or 1.4. transferring, selling or distributing, using or being in possession of a dangerous object, including, but not restricted to, weapons, including guns, ammunition, knives, clubs or screwdrivers, fireworks, explosives or any object that may be considered as being potentially dangerous at school or at school events, and/or 1.5. inciting, advising or rewarding others to perform violent, offensive or threatening acts and/or 1.6. any gang-related activity that may threaten the safety or welfare of others at school, at school events or in relation to school, and/or 1.7. harassment, sexual, racial, religious or other grounds, and/or 1.8. discrimination against another, sexual, racial, religious or other grounds, and/or 1.9. behaviour that may pose a danger to the safety and welfare of others at school or at school events.	Hearing with suspension and/or expulsion and/or alternative sanction		
2. Misconduct relating to drugs, alcohol and other prohibited substances			
2.1. Being in possession of or under the influence of alcoholic, hallucinogenic or dangerous/prohibited substances that produce a psychoactive effect or distributing, storing or consuming any of these substances at school or at school events and/or 2.2. strong suspicion of habitual use/abuse or regular use of medication, drugs or alcohol at school or at school events.	Hearing with suspension and/or expulsion and/or alternative sanction		
3. Misconduct relating to theft sale or possession of a third party's property			
3.1. Being in possession of another's property without their knowledge or consent or attempting to remove another's property without their knowledge or consent and/or 3.2. theft or attempted theft and/or sale of another person's stolen property.	Hearing with suspension and/or expulsion and/or alternative sanction		
4. Misconduct relating to insubordination, dishonesty and cheating and off-site criminal misconduct			
4.1. Committing an act of insubordination, continual insubordination or gross insubordination and/or 4.2. cheating, plagiarising, copying or tampering with test or exam results, reports or	Hearing with suspension and/or expulsion and/or alternative sanction		

<p>assignments and/or</p> <p>4.3. being in possession of or distributing material or information that may give an advantage in a test or an exam and/or</p> <p>4.4. extortion, bribery, corruption or fraud, attempted or actual, and/or</p> <p>4.5. being an accomplice to colluding, conspiring, assisting, abetting or instigating dishonesty, fraud or theft and/or</p> <p>4.6. inciting, advising or rewarding others to commit a dishonest act and/or</p> <p>4.7. serious breach of school security procedures or unreasonably refusing to submit to a search and/or</p> <p>4.8. off-site criminal misconduct that disrupts or substantially damages the school/learner relationship and the educational process.</p>			
<p>5. Misconduct relating to inappropriate sexual behaviour and offences, abusive behaviour and undesirable material</p>	<p>Hearing with suspension and/or expulsion and/or alternative sanction</p>		
<p>5.1. Obscene, indecent or sexually explicit behaviour, gestures or attempts to make unwanted physical contact and/or</p> <p>5.2. sexual harassment, inappropriate sexual innuendos or graphic comments and/or</p> <p>5.3. committing a sexual offence and/or</p> <p>5.4. intentional and offensive, insulting, abusive, racist or lewd behaviour and/or</p> <p>5.5. storage, creation, sale or distribution of pornographic, obscene or offensive material, publications, symbols, email, text, SMS, MMS, cartoons, objects or material that incites violence.</p>			
<p>6. Misconduct relating to damaging and occupying the school, preventing school access and protest action</p>	<p>Hearing with suspension and/or expulsion and/or alternative sanction</p>		
<p>6.1. Sabotage, malicious or wilful damage to school or others' property and/or</p> <p>6.2. unauthorised occupation of any school property or facility or having the effect of depriving others from using this property or facility.</p> <p>6.3. unauthorised preventing or seeking to prevent free assembly by others on the school's property and/or</p> <p>6.4. blocking off any entrances or exits to or from the school premises with the intention or effect of interfering with free access/egress by others and/or</p> <p>6.5. participating in or supporting industrial or protest action which prevents learners from attending school/school activities.</p>			
<p>7. Misconduct relating to the endangerment of others</p>	<p>Hearing with suspension and/or expulsion and/or alternative sanction</p>		
<p>7.1. Actions that expose others to serious danger or injury or expose the school to potential accidental loss or damages, whether due to wilful, grossly negligent or unintended acts and/or</p> <p>7.2. unsafe acts or behaviour that endangers the safety and welfare of others.</p>			
<p>8. Misconduct relating disrepute of school's reputation</p>	<p>Counselling/ hearing with suspension and/or expulsion</p>		
<p>8.1. Serious misconduct or actions that may bring the reputation of the school,</p>			

learners or other stakeholders into disrepute.			
9. Misconduct justifying expulsion as first offence	Counselling/ hearing with suspension and/or expulsion		
9.1. Any other misconduct considered to be very serious and possibly justifying expulsion as a first offence.			
SERIOUS MISCONDUCT			
Continual repetition of any of the below misconduct may result in a hearing			
10. Misconduct relating to absenteeism Being absent from school without a valid reason. The learner will be considered playing truant.	Parental contact and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
11. Misconduct relating to dangerous and illegal activities and abusive conduct	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
11.1. Playing of dangerous, obscene, insulting or demeaning games and/or			
11.2. malicious teasing and/or partaking in any form of gambling or similar gaming activities while on the school premises or in school uniform.			
12. Misconduct relating to inappropriate behaviour and abuse of privileges	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
12.1. Inappropriate behaviour or comments in public or at school events that bring the school into disrepute and/or			
12.2. abuse of school privileges or seniority/status or abuse of position of authority.			
13. Misconduct relating to tobacco and cigarettes	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
13.1. Smoking or being in possession of tobacco or cigarettes, including e-cigarettes/vaping, on the school premises or at official school events.			
14. Misconduct relating to fraud and dishonesty	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
14.1. Forgery or falsification of school documents and reports and/or			
14.2. lying/dishonesty and unfair behaviour with less serious initial consequences.			
15. Misconduct relating to damage to property	Parental contact and/or counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
15.1. Vandalising property or equipment of school or others, including but not limited to damaging, marking, defacing, improper use and/or			
15.2. not taking due care of property or equipment and/or			
15.3. accidental damage to property and/or			
15.4. removing any school property from the school premises without the prior consent of the executive head/teacher.			
16. Misconduct relating to disruption of school activities and order	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
16.1. Acts or behaviour designed to create a hostile or threatening school environment and/or			
16.2. wilful disruption of school activities and interference with school authorities and/or			
16.3. conduct designed to be prejudicial to good order or discipline at the school.			
17. Other serious misconduct Any misconduct by the learner that is considered by school authorities to warrant more than a verbal reprimand or an ordinary warning.	Parental contact and/or counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction	
MINOR TRANSGRESSIONS			

18. Misconduct relating to disregard and defiance			
18.1. Disregard for rules, directions, instructions or for any persons in authority and/or 18.2. Defiance and disrespect and/or 18.3. discourtesy toward school authorities, parents / guardians, visitors or learners and/or 18.4. being unreasonably intolerant of others and their personal beliefs, traditions, appearance or of diversity and/or 18.5. persistent violation of school rules with less serious initial consequences.	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and/or counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
19. Misconduct relating to unauthorised games			
19.1. Use of excessive force when playing games or during sporting events and/or 19.2. playing games in an area where others may be injured or where property may be damaged and/or 19.3. riding skateboards, wheelies, bicycles or motorbikes in areas where such activities are prohibited or in a manner that may cause injury to others or damage to property.	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and/or counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
20. Misconduct relating to disruptive behaviour and unauthorised entering of school			
20.1. Noisy or disruptive behaviour, disturbing the activities of others and/or 20.2. highly disruptive or unruly classroom behaviour which may include walking around the classroom without permission from the teacher and/or 20.3. trespassing or entering school premises without permission or without supervision and/or after school hours and/or 20.4. refusing to identify oneself upon request by a school authority.	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and/or counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
21. Misconduct relating to use of language Swearing and use of vulgar, profane and foul language.	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
22. Misconduct relating to school and personal neatness			
22.1. Tardiness or littering and/or 22.2. failure to have the correct learning materials during lessons and/or 22.3. poor grooming, unhygienic personal habits and improper use of school facilities or ablutions and/or 22.4. hair, dress or apparel that is not in accordance with school standards or rules and/or 22.5. eating or drinking during class or school events / activities when not permitted.	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
23. Misconduct relating to possessions or equipment of others or the school			
23.1. Tampering with the possessions or equipment of others and/or 23.2. use of school equipment without permission with no serious consequences.	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
24. Misconduct relating to defacing school premises			
24.1. Failure to keep the school premises, including but not limited to toilets,	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction

<p>classrooms, hall, playground and/or sports fields in a clean and neat state and/or</p> <p>24.2. blocking the drain and/or toilet pan with paper or any other material or substance and/or leaving the bathroom taps running and/or</p> <p>24.3. placing posters and/or stickers and/or graffiti on any school surface/property without the written authority of the executive head.</p>			
<p>25. Misconduct relating to schoolwork and activities</p> <p>25.1. Refusal or failure to complete homework tasks and/or assignments on the due date and/or</p> <p>25.2. failure to keep and maintain a homework book and/or</p> <p>25.3. refusal to deliver or return reports, reply slips or letters to parents/guardians or to the school and/or</p> <p>25.4. unreasonable and unexplained refusal to attend or participate in school activities or compulsory events and/or</p> <p>25.5. general uncooperativeness and/or being wilfully obstructive and/or</p> <p>25.6. poor application to studies, schoolwork or assignments.</p>			Hearing with suspension and/or expulsion and/or alternative sanction
<p>26. Misconduct relating to school attendance</p> <p>26.1. Truancy, poor timekeeping practices and/or</p> <p>26.2. unexplained absences from classes or from compulsory events or activities and/or</p> <p>26.3. failing to make prior arrangements and/or receive prior permission when absent from school and then on return to school failing to present a note from the learner's parents explaining the absence, regardless of the reason for absence and/or</p> <p>26.4. leaving class or school premises without permission and/or</p> <p>26.5. persistent late-coming or early unauthorised departure from class/school.</p>	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
<p>27. Misconduct relating to electronic devices Persistent misuse of personal communication devices during school activities. The use of electronic devices is only permitted when a teacher grants the learner permission.</p>	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction
<p>28. Misconduct relating to motor vehicles</p> <p>28.1. Bringing a motor vehicle or motorcycle onto school property without written consent from the executive head or a teacher nominated by the executive head and/or</p> <p>28.2. failure to follow any instructions given by the executive head when granting permission and/or</p> <p>28.3. driving a motor vehicle or motorcycle in a manner that creates a risk and/or harm to other persons on/around school property and/or</p> <p>28.4. failing to produce the learner's valid driver's license on request from a teacher/staff member</p>	Counselling and/or reprimand and/or warning and/or demerit	Parental contact and counselling and/or final warning	Hearing with suspension and/or expulsion and/or alternative sanction

<p>29. Misconduct relating to classroom behaviour</p> <p>29.1. Failing, in the classroom during lessons, to:</p> <p>29.2. greet the teacher and each other and/or</p> <p>29.3. leave the learner's desk neat and tidy when leaving the classroom and/or</p> <p>29.4. maintain silence when requested to do so and/or</p> <p>29.5. be well-mannered, disciplined, cooperative, attentive and/or responsive.</p>	<p>Counselling and/or reprimand and/or warning and/or demerit</p>	<p>Parental contact and counselling and/or final warning</p>	<p>Hearing with suspension and/or expulsion and/or alternative sanction</p>
<p>30. Misconduct relating to other infringements</p> <p>Any other infringement not mentioned herein that may be considered serious enough to warrant the implementation of corrective action and taking of disciplinary measures.</p>	<p>Counselling and/or reprimand and/or warning and/or demerit</p>	<p>Parental contact and counselling and/or final warning</p>	<p>Hearing with suspension and/or expulsion and/or alternative sanction</p>

ANNEXURE A

ACKNOWLEDGEMENT BY LEARNER AND PARENT/GUARDIAN

I, as learner, acknowledge that I form an integral part of the school and I recognise that my behaviour, actions and attitude reflect both on me as an individual and as a member of the school. I know that my main priority at school is to learn and to succeed academically, as well as to take part in physical activities and to grow as a person.

As part of and as a representative of this school, I acknowledge that I have a responsibility to do my part for my academic growth and development and will therefore:

- Attend school regularly and punctually.
- Allow every other learner the right and opportunity to learn.
- Refrain from any action that might disrupt a class or jeopardise learning.
- Use every opportunity to learn from my teachers, fellow learners and my homework.
- Conduct myself in a manner that upholds the principles of the South African Constitution and the school's reputation.
- Immediately report all incidents of social misconduct to a member of staff.
- Maintain a neat and tidy environment when acting as a supporter or spectator at any school activity or event.
- Do my homework and assignments punctually, neatly and to the best of my ability.
- Do my best each day to improve my work by learning from my mistakes and using them to my benefit.
- Refrain from leaving the classroom during instruction/teaching time for any reason whatsoever, unless deemed valid by the teacher.
- Refrain from any action which discredits the school, me and my family.
- Make maximum use of the facilities at school and display respect for those facilities.
- Do all I can to preserve school property, including the gardens, for the use and benefit of all present and future learners of the school.
- Return all equipment/property made available to me for my use and enjoyment to school at the appointed time and in the same condition in which it was when it was handed to me, fair wear and tear excepted.
- Compensate the school or other persons for the loss of or damage to any property due to my negligence.
- Be loyal to the school and display loyalty in my behaviour and speech.
- Uphold the traditions and the rules of the school.
- Uphold the qualities of truth, motivation, discipline and hard work.
- Strive to develop emotionally, socially, spiritually and academically in all the opportunities that are presented to me at school.
- Be an active member of the school through participation and ensuring that I meet all school commitments, including financial, academic, sporting or social commitments.
- Show respect to all people's rights, including the right to equality and dignity.

I acknowledge that I have read the contents of the code of conduct and disciplinary policy and I agree to be bound by the contents of the code of conduct, drug and alcohol policy, school disciplinary policy and all other school policies and rules.

Learner's full names

Date

Learner's signature

I acknowledge that I, the parent of the above learner, have read the code of conduct, drug and alcohol policy, learner disciplinary policy and learner's pledge and I agree to explain the content of and do what reasonably could be expected of me to assist in ensuring that my child adheres to code of conduct and attached addendum/s. I agree that, should my child commit any of the above transgressions, the school will have the right to follow the above disciplinary procedures and I agree that my child and I will comply with the imposed sanction/s.

Parent/Guardian's full names

Date

Parent/Guardian's signature

Consent for Credit Check (and Indemnification)

Curro Holdings Ltd/Reg. no. 1998/025801/06/VAT Reg. no. 4670183484

As part of the learner admission process, the school is required to obtain credit reports or other related information on the account of the account holder, as may be deemed necessary.

The purpose of the credit report is to assess the account holder's financial means and ability to satisfy the financial obligations as set out in the Learner Admission Contract.

You are required to complete the section below and return to the school's finance department with your completed application form.

Kind regards
Executive Head

I/We the undersigned, hereby authorise Curro Holdings Ltd and/or any of its associates to conduct credit enquiries and/or obtain credit reports in respect of my/our credit profile, as may be necessary, with the credit bureau of its choice.

Account holder name			
Identity number			
Address		Date of birth	
		Cell. no.	
Email address			

Signature of account holder

Date

Furthermore, I/we the undersigned acknowledge that any Personal Information supplied to Curro Holdings Ltd (Curro) is provided voluntarily and that Curro may not be able to comply with its obligations if the correct Personal Information is not supplied to Curro. I understand that privacy is important to Curro and that Curro Parties will use reasonable efforts in order to ensure that any Personal Information in their possession or processed on their behalf is kept confidential, stored in a secure manner and processed in terms of the Protection of Personal Information Act, No 4. Of 2013 (POPI). I warrant that all information, including Personal Information, supplied to Curro is accurate and current and agree to correct and update such information when necessary. By submitting any Personal Information to Curro in any form, I acknowledge that such conduct constitutes an indefinite unconditional, specific and voluntary consent to the processing of such Personal Information in the following manner by Curro and/or third parties.

Personal Information may be shared by Curro with the relevant verification information suppliers for verification, credit check or other legitimate purposes.

A copy of Personal Information kept by Curro will be furnished to me upon request in terms of the provisions of POPI. I unconditionally agree to indemnify Curro against any liability that may result from the processing of Personal Information and or verification of such personal information. This includes unintentional disclosures of such Personal Information to - or access by - unauthorized persons, and/or any reliance which may inadvertently be placed on inaccurate Personal Information provided to Curro by myself and/or any third parties.

Debit-Order Form

Curro Holdings Ltd/Reg. no. 1998/025801/06/VAT Reg. no. 4670183484

School name	<input type="text"/>	Date	<input type="text"/>
		Family code	<input type="text"/>

Debtor details

Full names	<input type="text"/>												
ID no.	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	
Country of origin	<input type="text"/>						Passport expiry date	<input type="text"/>					
Address	<input type="text"/>						Cell. no.	<input type="text"/>					
	<input type="text"/>						Commencement date	<input type="text"/>					
	<input type="text"/>						Abbreviated name	CURROHOLDI					
Email address	<input type="text"/>												

Banking details and arrangements

Banking details				Learner details					
Bank name	<input type="text"/>			Learner 1 name	<input type="text"/>			Gr.	<input type="text"/>
Branch	<input type="text"/>	Branch no.	<input type="text"/>	Learner 2 name	<input type="text"/>			Gr.	<input type="text"/>
Account name	<input type="text"/>			Learner 3 name	<input type="text"/>			Gr.	<input type="text"/>
Account no.	<input type="text"/>			Learner 4 name	<input type="text"/>			Gr.	<input type="text"/>
Account type	<input type="text"/>			Total amount	<input type="text"/>				<input type="text"/>

Debit for:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

Payment date:	1st	2nd	15th	16th	25th	26th	28th	29th	30th	31st
---------------	-----	-----	------	------	------	------	------	------	------	------

This signed Authority and Mandate refers to the Curro Holdings Ltd contract as dated on signature hereof (the Agreement). I hereby authorise the Curro Holdings Ltd financial department to issue and deliver payment instructions to the bank for collection against my account at the above-mentioned bank (or any other bank or branch to which I may transfer my account) on condition that the sum of such payment instructions will never exceed my obligations as agreed to in the Agreement, commencing on the commencement date and continuing until this Authority and Mandate is terminated by me by giving our financial department notice in writing of no less than 20 (twenty) ordinary working days and sent by prepaid registered post or delivered by hand to the above school's financial bursar.

This authorised payment instruction must be issued and delivered as follows:

- New schools: Submit to the School as per the enrolment procedure.
- Existing schools: Deliver by hand to the School's financial department or contact the School's financial department for an email address.

Debit my account with the debit amount on the payment day of each and every month commencing on the payment day of the month following the contract date. In the event that the payment date falls on a Saturday or Sunday, the payment date will automatically be the Friday before. In the event of a public holiday, payment date will automatically be the day before the public holiday. I acknowledge that the payment date will change in December of every year and I agree that the payment date may be aligned as to when I receive my salary or wages. Further, if there are insufficient funds in the nominated account to meet the obligation, Curro Holdings Ltd is entitled to track my account and re-present the instruction for payment as soon as sufficient funds are available in my account.

I understand that the withdrawals hereby authorised will be processed through a computerised system provided by South African banks and I also understand that the details of each withdrawal will be printed on my bank statement. Each transaction will contain a number, which must be included in the said payment instruction, and if provided to you, should enable you to identify the Agreement. A payment reference is added to this form before the issuing of any payment instruction.

Mandate: I acknowledge that all payment instructions issued by you shall be treated by my above-mentioned bank as if the instructions had been issued by me personally.

Cancellation: I agree that, although this Authority and Mandate may be cancelled by me, the cancellation will not cancel the Agreement. I shall not be entitled to any refund of amounts which you have withdrawn while this authority was in force, if such amounts were legally owing to you.

Assignment: I acknowledge that this authority may be ceded to or assigned to a third party if the agreement is also ceded or assigned to that third party, but in absence of such assignment of the Agreement, this Authority and Mandate cannot be assigned to any third party.

Protection of Personal Information Act: Curro Holdings Ltd collects and processes the above personal information to ensure account payments. We will not share this information outside of the Curro Group. To provide account holders with an effective service, we may be required to share this information with appointed and accredited and POPI compliant debt collectors, as well as with any regulatory bodies as the law requires. Personal information duly collected is used for administrative, operational, audit, legal and record keeping purposes. We will take all reasonable steps necessary to secure the integrity of any personal information which is held about you and to safeguard it against unauthorised access. You have access to your information at any time and can ask us to correct or delete any information it holds.

Signed at _____ on this _____ day of _____ 2023.

Signature of debtor

Date

Indemnity Form

Curro Holdings Ltd/Reg. no. 1998/025801/06/VAT Reg. no. 4670183484

The School and the Curro Holdings Ltd Board of Directors undertake to implement reasonable and generally acceptable measures with regard to the safety and well-being of all learners, teachers and visitors to the School.

Due to the nature of the matter, the School and the Curro Holdings Ltd Board of Directors do not accept any responsibility for accidents that may take place in the class, on the school grounds or on the sports fields.

Each parent is therefore requested to complete the section below as proof that you accept the position of the School and the Curro Holdings Ltd Board of Directors as set out above as well as the risks involved therewith.

I, the undersigned,

Full name

Address

Contact details

the parent/legal guardian of the under mentioned learner who is enrolled as such and accepted by the School, subject to the terms set out herein:

Learner name

indemnify the School and the Curro Holdings Ltd Board of Directors for the time being of the Curro Holdings Ltd (Reg Nr 1998/025801/06) for any losses or damages in general, however they may occur, that I as parent/legal guardian of the above learner may suffer as a result of any occurrence whereby the learner may be involved, whether as the causing or suffering party, whilst participating in any school activity.

In particular, I authorise that the aforesaid learner may be involved in all excursions undertaken by his/her group or class during school days as part of his/her learning experience and, where applicable, I agree that he/she may utilise the transport arranged by the School for such excursions. I also indemnify the School and the Curro Holdings Ltd Board of Directors for any damages or losses that I as parent/legal guardian of the above learner may suffer under such circumstances and voluntarily accepts the risks associated therewith.

In the event of the aforesaid learner making use of the bus service to and from the School, I acknowledge that I am aware that such service is operated by an independent contractor and that neither the School nor the Curro Holdings Ltd Board of Directors accepts any responsibility therefore. The Curro Holdings Ltd Board of Directors has, however, in awarding the right to operate the service, laid down certain conditions to ensure that the bus company complies with safety regulations and that the driver is sober and experienced with a proven and unblemished record.

Signed at _____ (place) on _____ (date).

Witnesses:

Witness 1

Witness 2

Parent/Legal guardian

