



LEAPS & BOUNDS EDUCARE
LOVE LEARN LIVE

ENROLMENT FORM



Thank you for enrolling your child in Leaps & Bounds Educare Aftercare. Below, please find an enrolment form together with an indemnity form, both of which must please be returned. You will also find a list of our Terms and Conditions which must please be read, signed and returned with the enrolment form.

CHILD'S NAME: _____

DATE OF BIRTH: _____

MOTHER'S NAME: _____

MOTHER'S ID: _____

FATHER'S NAME: _____

FATHER'S ID: _____

STREET ADDRESS: _____

POSTAL ADDRESS: _____

TELEPHONE HOME: _____

WORK (Mom): _____ CELL (Mom): _____

WORK (Dad): _____ CELL (Dad): _____

RELIGION: _____

EMAIL: _____

SISTERS/BROTHERS: _____

AGES: _____

RELATIVE/FRIEND NAME & NUMBER: _____

DOCTOR: _____

NUMBER: _____

ADDRESS: _____

MEDICAL HISTORY / ALLERGIES: _____

VACCINATIONS UP TO DATE? YES: _____ NO: _____

NEXT VACCINATION DUE? _____

FEE OPTION YOU HAVE CHOSEN: (Circle the one you want)

A: R500 without Transport

B: R850 with Transport (This option is only relevant to Sunridge Children)

C: Other R_____.

I _____, am responsible for payment of all monthly fees. I understand that aftercare fees are payable **in advance**, between the 1st and 7th of each month **OVER 12 MONTHS** and I will pay accordingly.

Full names of parent responsible for fees

Signature

Date

LEAPS AND BOUNDS EDUCARE CENTRE

INDEMNITY FORM

I, THE UNDERSIGNED, ON BEHALF OF MYSELF, MY HEIRS, MY EXECUTORS, MY ADMINISTRATORS, DO HEREBY VOLUNTARY RELEASE; WAIVE; DISCHARGE AND RELINQUISH ANY ACTION OR CAUSE OF ACTION WHICH MAY ARISE IN RESPECT OF ANY PERSONAL INJURY TO, OR LOSS OF, MY CHILD/CHILDREN AND/OR MEMBERS OF MY FAMILY, MYSELF AND/OR IN RESPECT OF DAMAGE TO OR LOSS OF MY PROPERTY AND OF WHICH HEREAFTER MAY BE CAUSED OR ARISE WHILE SUCH PERSONS OR PROPERTY ARE UNDER THE CARE, CONTROL AND/OR SUPERVISION OF MEMBERS, AGENTS, SERVANTS, AND EMPLOYEES OF **LEAPS AND BOUNDS EDUCARE CENTRE** WHENEVER OR HOWEVER SUCH INJURY MAY OCCUR.

I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTOOD THE ABOVE AND THAT I AM FULLY AWARE OF THE LEGAL IMPLICATIONS OF SIGNING THIS DOCUMENT.

PARENTS FULL NAMES: _____

PARENTS SIGNATURE: _____

DATE: _____

TERMS & CONDITIONS

- Leaps & Bounds Educare Aftercare is open to all children from Grade 1 to Grade 7.
- The school operates on a 12 month basis. Fees are to be paid **IN ADVANCE**, between the 1st and 7th of each month, **REGARDLESS OF SCHOOL HOLIDAYS AND / OR ILLNESS**. Interest will be charged on late fees and fees not paid for two months will result in the child/children not being able to return to school until such time as fees are up to date.
- One month's written notice or one month's fees, **IN ADVANCE**, will be applicable on termination of the Enrolment Contract.
- The fees do not include a cooked lunch but there is bread or toast with jam or peanut butter should they get hungry in the afternoon.
- Should your child be ill, or have any contagious disease, please **DO NOT** send them to aftercare.
- Please ensure that **ALL** personal belongings are clearly marked. Should unmarked clothing or any personal items go missing; the school will not be held responsible. The children are old enough now to look after their own items and make sure that they pack all their items in their bags.
- Your child will be monitored at all times, but in the doubtful event of an accident, the school cannot be held responsible. Please see attached Indemnity Form.
- The school will close on public holidays as well as the last two weeks of December, and the first two weeks of January.
- Aftercare hours are as follows: 12:00 – 17:30

Please collect your children promptly at the stated times and let us know at least half an hour **IN ADVANCE** if you will be late, or if alternate arrangements have been made. ALL PUPILS **MUST** BE COLLECTED BY 5:30pm / 17h30! **A fine of R50.00 per 15 minutes will be charged for all pupils who are collected late.**

- Homework will be done with the child according to their homework book. Any extra reading that the child needs to do, for example, reading list will be left for it to be done at home.
- Please understand that it takes time to do homework properly. Also the children have sports and will only get here late some days. Please don't arrive too early and expect home to be all done. If you are early we will communicate with you what homework still needs to be done at home.

- If we find that a child is struggling in a certain area we will communicate this with you so that you can do some extra practice with them at home. If we do have time after homework we will do extra activities with the child to help them.
- Please communicate with us if their teacher would like them to do extra work in a specific area.
- Please note that even though all the homework is done at aftercare it is advised that you go over it with them from time to time so that you can see where they are.
- Fees are covered for the afternoons and are payable right through the year, including school holidays. Should you need for your child to come to the school for the whole day during the school holidays an extra R50 per morning will be charged as the afternoon is already covered in the aftercare fees.
- You will also have the option, just for the school holidays to send your child to school for the morning from 7am – 12:00pm instead of the afternoon from 12:00pm – 17:30 and then no extra cost will be involved.
- If you take the transportation option for aftercare please fill in the Transportation Indemnity form
- For December we are only open for the 1st two weeks of the month and then for January we are open the last two of the month. For these two months you will only be charged 50% of your normal monthly fee.
- Please note that there is an increase once a year which will be communicated to you in advance.

I, the undersigned, parent/legal guardian to _____

_____ have **read** and **understood** and **agree to** all the terms and conditions of Leaps & Bounds Educare Aftercare.

Signature of Parent

Date