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ENROLLMENT FORM AND AGREEMENT - PAGE 1 / 7

Month & year applied for:
Enrollment date:
Child's Surname:
Full Name:
Name child goes by:
Birth date:
Sex: M / F Home language:
Country of origin:
Parents marital status:

Mother's Surname:
Name:
ID number:
Country of origin:
Occupation:
Company:
Home no: Work no:
Cell no: Email:

Father's Surname:
Name:
ID number:
Country of origin:
Occupation:
Company:
Home no: Work no:
Cell no: Email:

Who does the child reside with?

Residential address:

Postal address:

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Who is responsible for payment?
Contact number: Email address:
Terms of payments – PLEASE INDICATE

1. ☐ Monthly for 12 months (January to December)
2. ☐ Once off payment

Contact person other than parents?
Relationship to child: Contact no:

Who will drop off or pick up your child from school?.....
Relationship to child:

Medical details – in case of an emergency
Your doctor: Contact number:
Medical aid: Medical aid no:
Allergies:

Any other medical conditions that we should be aware of?

Has your child suffered from or received treatment for any psychological or emotional trauma?

YES / NO : If YES, please state the reason why:.....

Has admission to any other Pre-School ever been refused? YES / NO:

If YES, please state the reason why:
.....

Where did you hear about us

Friend ☐ Web ☐ Newspaper ☐ other:

DECLARATION OF PARENTS / LEGAL GUARDIANS

We, the Undersigned.....

Hereby certify that the information given by us in this Enrolment Form is complete and accurate. We also agree to the conditions as set out herein.

This Enrolment Form should be reconsidered in the case where important relevant information is withheld.

SIGNATURE OF MOTHER/FATHER/LEGAL GUARDIAN

DATE

NB: The signature of a parent or a legal guardian is required where applicable.

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DECLARATION OF ACCOUNT HOLDER – FINANCIAL TERMS AND CONDITIONS (BELOW)

We, the undersigned.....
Hereby certify that the information given by us in this Enrolment Form is complete and accurate. We accept joint and several liability to HAPPY SMURFS ACADEMY for the due and punctual payment of the once-off, non-refundable registration fee, school fees and any other amounts which may become due and payable to the school or in respect of participation in or attendance of any extracurricular activity. We accept the Financial Terms and Conditions and Rules of which a copy has been kept.

SIGNATURE OF ACCOUNT HOLDER

DATE

SIGNATURE OF 2ND PARENT/LEGAL GUARDIAN

DATE

NB: The signature of both parents and/or legal guardians are required where applicable.

FINANCIAL TERMS AND CONDITIONS

ACCEPTANCE OF LIABILITY

The person responsible for the account (hereafter the Account Holder) as set out in the Enrolment form herewith assumes liability for the account, alternatively binds him-/herself as co-debtor and surety payment for all fees to Happy Smurfs Academy. The legal guardian as described in the Enrolment form, binds him-/herself as surety and co-debtor for the payment of all fees by the Account Holder or any other payments that may arise from the Agreement.

TERMS OF PAYMENT (as per rules 3-6 of the school rules)

1.1 It is recorded that fees are determined at the end of the previous year and that the Account Holder is informed in writing.

1.2 The Account Holder shall inform Happy Smurfs Academy immediately if he/she has not received an invoice at the start of the academic year or in any consequent months.

1.3 Fees for twelve (12) months are payable, monthly in advance before the second (2) day of each calendar month or annually in advance by 31 January, depending on the fee

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Payment option exercised by the Account Holder in the Enrolment form. Annual payments before 31 January qualify for a 10% discount. Bank details: Happy Smurfs Academy., Current account, FNB, Overport: 63044145373, branch code 222826, reference is your child's name and surname, not the number on the invoice please.

1.4 The school reserves the right to charge a R100 fine on all accounts that are paid after the 7th of the month that the payment is due.

1.5 Payment of monthly fees are not subject to the presentation of a statement.

Payments are made in accordance of the applicable fee structure of Happy Smurfs Academy.

1.6 In the event where an existing account is/has not been managed in the proper manner, no further Enrolments will be considered.

BREACH OF CONTRACT.

In the event where the undersigned surety, Account Holder or legal guardian commits a breach of contract of any of the terms of the Agreement the school may in its sole discretion:

1.7 Refuse the child entry to the school's premises until the breach has been remedied; or

1.8 Claim damages from the Account Holder and/or the surety and legal guardian; or

1.9 Take whatever legal steps that may be necessary.

JURISDICTION

This agreement is subject to South African law.

CREDIT INFORMATION

The Account Holder, surety or legal guardian hereby consents to the disclosure and exchange of personal financial information to a credit bureau or financial institution in accordance with the National Credit Act.

GENERAL

This Agreement constitutes the whole Agreement between the parties relating to the subject matter hereof. No amendment or consensual cancellation of this Agreement or any provision or term thereof or of any Agreement, bill of exchange or other document issued or executer pursuant to or in terms of the Agreement and no settlement of any disputes arising under this agreement and no extension of time, waiver or relaxation or suspension of any of the provisions or Terms of this Agreement or of any Agreement, bill or exchange or other document issued pursuant to or in terms of this Agreement shall be binding unless recorded in a written document signed by the parties. Any such extension, waiver or relaxation or suspension which is so given or made shall be strictly construed as relating strictly to the matter in respect whereof it was made or given.

DOMICILIUM

The parties choose as their domicilia citandi et executandi the addresses set out in the Enrolment form.

LEGAL FEES

In the event where Happy Smurfs Academy takes legal action against the Account Holder, he/she will be liable for all legal fees on an attorney client scale, collection costs and commission, interest and tracing fees.

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CANCELLATION

60 Days written notice is required when withdrawing a child from the school. Failure to give notice shall render the parent/guardian liable for school fees for the month. Under no circumstances will notice be accepted in during the 4th term. In the event that the child is withdrawn at the end of an academic year, the parent/guardian is still liable to pay for the complete 4th term. Happy Smurfs Academy is entitled to terminate the enrolment of any child under the following circumstances; Summarily, and with immediate effect, if the child is guilty of an offence which, in the sole opinion of the school, renders his/her continued enrolment at the school impossible, in which event the Account Holder, after deduction of all amounts otherwise owing to the school, will be refunded a pro-rata proportion of any fees already paid in advance in respect of such child.

SIGNATURE OF ACCOUNT HOLDER

DATE

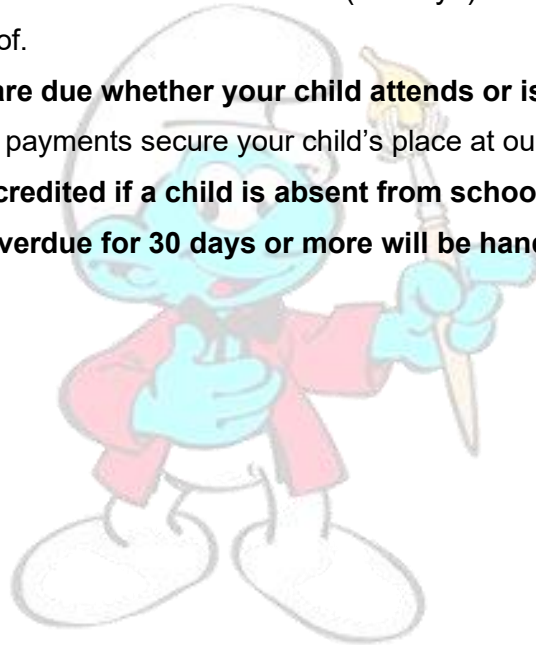
Please attach:

1. Copies of child's birth certificate and identity documents or passports of both parents.
2. Proof of payment of Placement fee as per invoice.
3. Proof of payment of 1st month with additional annual fees as per invoice.
4. Copy of child's most recent report – if applicable.
- 5 . Proof of address
6. Salary advice of both parents

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PAYMENT POLICY

1. **Payment Due Date:** All monthly fees are due on or before the 1st day of each month.
2. **Payment Methods:** You can make payments via EFT or cash
3. **Receipts:** Please retain your payment receipts as proof of payment. In case of any discrepancies, you can refer to these receipts for clarification.
4. **Communication:** If you anticipate any difficulties or foresee a delay in making the payment, please reach out to the principal as soon as possible. We understand that unexpected circumstances may arise, and we are here to assist you.
5. **Fees are paid monthly, in advance, over a 12-month period.** (January to December)
6. **Notice of withdrawal from school – 2 month (60 days) calendar notice** is required or payment in lieu thereof.
7. **Monthly payments are due whether your child attends or is absent from school.**
Please note, monthly payments secure your child's place at our school.
8. **No school fees are credited if a child is absent from school.**
9. **Accounts that are overdue for 30 days or more will be handed over for collection.**



WHERE LEARNING BEGINS

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Breakdown of fees

TODDLER CLASSES (2 -4 years)	
Yearly fee	R 23 400.00
Monthly Installment (12 Months)	R 1 950.00
BABY CLASS (1 -2 years)	
Yearly fee	R 30 000.00
Monthly Installment (12 Months)	R 2 500.00
Stationery fee (once off)	R500

I/We, _____ (Parents/Legal/Guardians) of
_____ (Child's Full Name), acknowledge and understand all information
disclosed regarding school fee payments and policies. I/We thereby agree to strictly keep to the
Terms and Conditions as stipulated above.

Signature of Father/Legal Guardian

Signature of Mother/Legal Guardian

DATE: _____

WHERE LEARNING BEGINS

INDEMNITY FORM

Welcome to Happy Smurfs Academy!

Each parent is required to complete this form as proof that you accept the position of Happy Smurfs Academy.

The first priority of Happy Smurfs Academy and its Staff is to provide a quality service to you and your children in a professional manner and we undertake to implement reasonable and generally acceptable measures with regard to the safety and well-being of all children, educators and visitors to our school during school time and after care in the classes and on the school terrain. I hereby indemnify and hold harmless the Principal, Owner, Happy Smurfs Academy, teachers, people in their employ or any volunteer helpers, against all loss or damage from any cause arising from any accident, injury or any other unforeseen circumstances which may occur to my child,

(Child's name)

whilst in attendance at Happy Smurfs Academy, Glenwood. In particular I authorize that the aforementioned child may be involved in all excursions undertaken by his/her 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 further indemnify the above-mentioned person, school and helpers against any claim whatsoever arising from the injury, death or damage to property of the said child. I further give my permission for any medical treatment deemed necessary by the responsible adult in charge and agree to pay any costs that arise there from.

Permission to use photographs: I understand and acknowledge that from time-to-time photographs may be taken of my aforementioned child. The sole purpose of this request is to be able to recognize pupil achievement, promote the school within the local community and engage with parents and teachers in a fun, informative and interactive manner in print and social media. In so far as the use and publication of photographs that are placed in the control of Happy Smurfs

Academy and Happy Smurfs Academy will endeavour to ensure that these photographs are used in good taste.

Signed at _____ on this _____ day of _____ 20

SIGNATURE OF
PARENTS/LEGAL GUARDIANS NAME IN PRINT

WITNESS 1

Name & Surname:

WITNESS 2:

Name & Surname:

HAPPY SMURFS ACADEMY



WHERE LEARNING BEGINS