

## Admissions Procedure and Information – 2014

Thank you for your interest in Southern Cross Schools.

The procedure for being admitted to any phase of Southern Cross Schools is as follows:

Contact is made with Southern Cross via the Admissions Secretary:

**Mrs Mitzi van Rensburg**  
**015 793 0590 or 079 494 2373**  
**raptor@scschools.co.za**

For learners from Grade 4 to Grade 12, an appointment is booked for your child to write an entrance assessment. Learners are individually assessed from Grade 00 to Grade 3.

The assessment is written at the school and takes about 1 to 2 hours depending on the age of your child.

On the assessment day you may request a guided tour of the school. Should you be interested in this option, please book this beforehand.

An appointment with the Headmaster is booked during which your child is interviewed and you are given the opportunity to ask questions about the school.

**Please note no assessment or appointment will be booked or confirmed unless all the necessary application forms and required documents accompanied by the non-refundable registration fee of R400.00 has been submitted.**

Depending on the results of the entrance assessment and interview, places may then be offered to prospective learners. Please understand that only after your deposit has been paid in full, can we confirm your child's place at Southern Cross. After the due date for the non-refundable deposits (Enrolment fee and Bed fee) the place will be offered to someone else after a phone-call has been made to you to ascertain whether you are still interested in the position.

Attached please find an [Application for Admission Form](#) to be completed and returned to the School Office with the following:

- A certified copy of the learner's Birth Certificate or Identity Document
- A copy of both parents' Identity Documents
- A certified copy of the learner's most recent school report

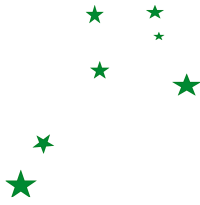
**Please note that applications will not be processed without this documentation**

PO Box 116, Hoedspruit, 1380, South Africa  
Phone: 079 494 2373  
Fax: 086 530 5153



E-mail: [raptor@scschools.co.za](mailto:raptor@scschools.co.za)  
Website: [www.southerncrossschools.co.za](http://www.southerncrossschools.co.za)

"School for the Planet"



## Admission Application Form

This completed form must be signed by the parent/guardian of the prospective learner and returned to the school.  
*A non-refundable registration fee of R400.00, a copy of both parents' / guardians' ID documents and your child's birth certificate / ID document and latest school report must accompany this application.*

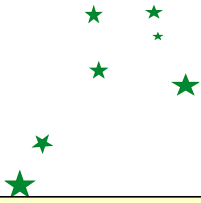
**LEARNER INFORMATION**

Full name: \_\_\_\_\_ Surname: \_\_\_\_\_  
 Preferred Name: \_\_\_\_\_ Gender: \_\_\_\_\_  
 ID / Passport number: \_\_\_\_\_ Birth Date: \_\_\_\_\_ Residential \_\_\_\_\_  
 Country & Town: \_\_\_\_\_ Citizenship: \_\_\_\_\_  
 Home Language: \_\_\_\_\_ Religion: \_\_\_\_\_  
 Current School: \_\_\_\_\_ Grade: \_\_\_\_\_  
 Grade to enter: \_\_\_\_\_ Year and term to enter: \_\_\_\_/\_\_\_\_  
 Do you require boarding? \_\_\_\_\_  
 Any disabilities: physical / learning handicaps: \_\_\_\_\_  
 Any allergies, special requests or information: \_\_\_\_\_  
 How did you hear about Southern Cross Schools? \_\_\_\_\_  
 Siblings currently at Southern Cross:  
 Name: \_\_\_\_\_ Grade: \_\_\_\_\_  
 Name: \_\_\_\_\_ Grade: \_\_\_\_\_

**CONTACT DETAIL OF PARENT/GUARDIAN**

Father/Guardian		Mother/Guardian
	Surname	
	Preferred Name	
	I.D. Number	
	Postal Address	
	Occupation	
	Telephone (H)	
	Telephone (W)	
	Fax Number	
	Cell Phone	
	E-mail Address	

Are parents: Married / Divorced / Separated / Remarried / Spouse deceased / Other



**CONDITIONS OF APPLICATION**

1. I agree that the school may check and confirm any information on the application form and may make any enquiries deemed necessary, and in particular to check my credit worthiness with the last school my child, the prospective learner, attended.
2. I understand that this is only an application for admission pending the results of the learner assessment and availability of space both in the grade and/or boarding facility.
3. I / we undertake to pay all fees in advance upon receipt of a statement and in the event of withdrawing my child from the School for any reason whatsoever, I / we undertake to give one full term's notice or, alternatively, to pay one term's fees (three (3) month's fees) in lieu of notice.

The School expects parents to abide by all school policies and co-operate with teachers and administrators.

Signature of both parents/guardians

Signature: \_\_\_\_\_

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

Signature: \_\_\_\_\_

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

Witness 1: \_\_\_\_\_

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

Witness 2: \_\_\_\_\_

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

**OFFICE ADMINISTRATION**

Enquiry date: \_\_\_\_\_

Receipt number: \_\_\_\_\_

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

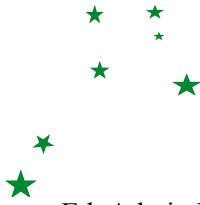
Interviewed by: \_\_\_\_\_

PO Box 116, Hoedspruit, 1380, South Africa  
Phone: 079 494 2373  
Fax: 086 530 5153



E-mail: [raptor@soschools.co.za](mailto:raptor@soschools.co.za)  
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"School for the Planet"



# Southern Cross Schools

## Nature Based Schooling Systems

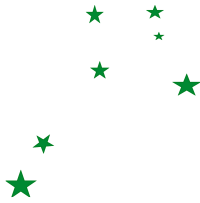
EduAdmin Number: \_\_\_\_\_

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

The following regulations have to be signed before a learner will be admitted to the school. The signing of these regulations is your agreement to abide by them as long as your child/children remain learners at Southern Cross Schools. One copy should be signed and returned to the Head, while the other should be kept for reference purposes.

### **HEAD'S REGULATIONS**

1. Permission for absence at the beginning and the end of terms will not normally be given to facilitate holiday arrangements. Where difficulties arise, special exceptions may be made but you are asked to abide by the Head's decision. Any requests for absence from school should be made in writing to the Head.
2. No learner may be absent from school without prior permission being obtained in writing except in the case of illness. When a learner has been ill a letter of explanation from the parent/guardian should follow.
3. No learner may miss any extra mural activity unless he/she has excused him/herself beforehand by providing a letter from his/her parents/guardian, or if the Head has granted permission. Normally, permission will only be granted if a learner is ill or injured.
4. The Head reserves the right to punish a learner, in terms of the school's code of conduct, for poorly attempted or completed work or misbehaviour at school.
5. The Head reserves the right to compel a learner to do his/her homework at school in the event of his/her work being unsatisfactory. As an alternative, the Head also reserves the right to implement detention either on weekday afternoons or on Saturday mornings.
6. The Head reserves the right to delegate authority to punish learners, in terms of the school's code of conduct, to members of the Southern Cross Schools staff when necessary.
7. Parents are requested not to allow their children to attend public entertainment during weekday nights except under exceptional circumstances.
8. There are certain functions which take place on Saturdays or certain evenings, attendance at which is compulsory. These may include: Founders' Day, Sustainable Living Festival, Awards Ceremonies, Leavers' Functions, Musical/Cultural evenings, Choral Verse, Carol Services, Nativity Plays, Swimming Galas, Athletics Championships and other school sports events. It is expected that on these occasions, school takes precedence over home activities.
9. School uniform must be worn to all official functions.



10. A term's notice is obligatory if a learner is leaving the school. A term's fees in lieu of notice will be charged if the term's notice is not given.
11. The Head reserves the right to ask a learner to leave the school with immediate effect if, in his opinion of the Head, it is in the interest of the other learners in the school and/or in the interest of the school as a whole. It must be clearly understood that any decision is at the discretion of the Head and the learner, in such instances, will not be bound to give a term's notice. The Head's decision is final.

**PRINT NAME OF CHILD:** \_\_\_\_\_

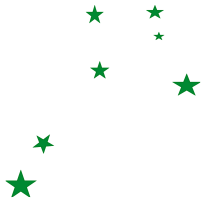
**PARENT'S NAME:** \_\_\_\_\_

**PARENT'S SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

### INDEMNITY FORM

1. I, \_\_\_\_\_ (full name and surname) the parent / guardian  
of \_\_\_\_\_ (full name, surname and I.D. no. of learner)  
hereby give permission for him / her to participate in any school activity or outing.
2. I acknowledge that all reasonable precautions will be taken to protect the safety and welfare of my child, and I hereby agree that my child attends Southern Cross Schools and participates in any activities organised or supervised by the school, whether curricular or extra-curricular, entirely at his / her own risk and that neither the school nor any of its employees shall incur any liability of whatsoever nature for any injuries, howsoever arising, suffered by my child irrespective of the nature, extent or cause thereof.
3. I understand that Southern Cross Schools is within a nature reserve and as such there are potentially dangers related to contact with a wide variety of wild creatures. I acknowledge that all reasonable precautions will be taken to protect the safety and welfare of my child and to educate my child in terms of the most appropriate behaviour to minimize the possible dangers. I hereby agree that my child attends Southern Cross Schools entirely at his / her own risk despite the potential dangers that exist from contact with wild animals. I undertake not to hold the school nor any of its employees liable for any injuries, howsoever arising, suffered by my child irrespective of the nature, extent or cause thereof.
4. I agree that I shall remain liable for the payment of medical expenses, including hospitalisation costs, should medical treatment be necessitated as a result of injury sustained by my child.
5. I expressly authorise the Head of Southern Cross Schools or his duly authorised representative to act on my behalf, as my agent should emergency medical treatment, including surgery, be deemed necessary for my child.
6. I warrant that as far as I know my child is in good health. However, my child suffers from, or is prone to, the following (e.g. allergies, tendency towards abnormal bleeding, epilepsy etc.):



# Southern Cross Schools

Nature Based Schooling Systems

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7. The following information is essential in case of medical treatment or hospitalization:

Name and address of employer: \_\_\_\_\_

Name of medical fund: \_\_\_\_\_

Complete only if you are of the opinion that you qualify for a reduced medical tariff (hospital treatment):

I. Occupation: \_\_\_\_\_

II. Gross annual income, Husband: \_\_\_\_\_ Wife: \_\_\_\_\_

III. Number of dependants (excluding spouse): \_\_\_\_\_

Age of dependants (excluding spouse): \_\_\_\_\_