

Dear Parents

ENROLMENT 2017 – PRE-GRADE R / GRADE R

1. It is our pleasure to make the Application Package for admission to our school available to parents. Please print all of the relevant documents (Admission Form, Debit Order Form, Financial Undertaking and Confidential Form Re: Child). Complete, sign and attach all of the necessary documentation. Hand all of these forms to the enrolment officer at the Primary School. Enrolment will only be considered once all of the necessary documentation has been received.
2. For the first phase of enrolment, the completed Application Package must be handed to the enrolment officer from 1 February 2016 and not later than 11 March 2016. Places will be allocated on a first come, first served basis, should we not be able to accommodate all applicants in the feeder community. We therefore suggest that you should not wait until the closing date to submit your application. You will receive written notification of your child's acceptance into Kenridge Pre-primary School by 24 June 2016. All applications received after 11 March 2016, will be placed on a waiting list. Only available spaces will then be filled.
3. Due to the extent of the school's feeder community and developments within this area, the school can ONLY accommodate learners who permanently reside within the school's feeder community. Please note that a permanent residential address in the Kenridge Primary School feeder community is still a pre-requisite for Grade One. Acceptance into Pre-Grade R and / or Grade R does not necessarily ensure acceptance at the primary school, should your address no longer be within our feeder community.

Should you live outside any of the residential areas listed below, your application will be placed on a waiting list. Enrolments in this instance are subject to vacancies in the respective classes. These areas are **Kenridge, Durbell, Durbanville Hills (as far as Tindale Road), De Bron, Doordekraal, Welgemoed North, Protea Valley, Kanonberg, Welgedacht, Van Riebeeckshof and Oude Westhof**. Children placed on the waiting list will be notified of the status of their application by 30 September 2016.

4. **Financial Obligation:**
 - 4.1 **Enrolment Levy (Non-refundable):** The enrolment levy is R500,00 (non-refundable) per child. **Please note that this levy is not applicable to current Pre-Grade R/Grade R learners.**
 - 4.2 **Pre-Grade R & Grade R Levy (Basic Compulsory Levy):** The Trustees determine the levies annually. At present (2016) the Pre-Grade R levy is R 17 650,00 per child per annum and the Grade R levy is R 19 900,00 per child per annum. These levies are payable over a ten month period by means of a debit order (1 February – 1 November). Payment of the levies is further subject to the School Fee Collection Policy. Levies for 2017 will be determined at a budget meeting which will be held towards the end of this year.
5. Should your application be successful, you and your child will be invited to spend an Orientation Day with us at our school on Saturday, 22 October 2016. A short information meeting will be held in the school hall on that day, during which you will be provided with detailed information regarding the Menu and Charge Form as well as levies and choice of extra-mural activities. Further information regarding your Orientation Day and preparation for the new year will be included in your acceptance letter. School will commence on Wednesday, 11 January 2017.

We trust that your child's stay at Kenridge will be happy and educationally stimulating. Please be assured of a friendly reception, should you wish to discuss any further matters with us.

Yours faithfully



M. Alexander (Mrs)
Head of Kenridge Pre-primary School



S. R. Smith (Mrs)
Principal
Kenridge Primary School