

APPLICATION FOR ADMISSION TO SCHOOL**ALPHA AND OMEGA SCHOOL**

14 August Westhoff Street

Plet Relief

2380

Telephone: 017 - 8283453

Fax: 088 - 8152380

Year: _____



Note: This form must be completed in full. All changes to be Initialed or signed by parent / guardian. Completing the form does not necessarily mean that the learner has been accepted into the school.

Grade Applied For: _____ Highest Grade Passed: _____ Year When Grade was passed: _____ Accession No: _____

Surname: _____		Initials: _____		Nick Name: _____	
First Name: _____		Other Names: _____			
Date Of Birth: YYYY	MM	DD	Gender: Male: ☐ Female: ☐		
Race: _____			Identification or Passport No: _____		
Country of Residence: _____			Citizenship: _____		
If SA, indicate province of residence: _____					

Physical Address: _____		Home Telephone: _____	
City/Suburb: _____		Emergency Telephone: _____	
Code: _____		Learner Cell: _____	
Learner Email Address: _____		Preferred Language of Instruction: _____	
Home Language: _____		Boarder: Yes ☐ No ☐	
Deceased Parent: Mother ☐ Father ☐ Both ☐		Mode of transport: _____	
Religion: _____		For Grade 1 only: Indicate pre-primary education: None ☐ Non Formal ☐ Formal ☐	

Previous School Information

Name of Previous School: _____	
Previous School Address: _____	
Code: _____ Province: _____ Country: _____	

Learner Medical Information

Medical Aid Number: _____		Medical Aid Name: _____	
Medical Aid Main Member: _____		Doctor Name: _____	
Doctor's Address: _____		Doctor Telephone Number: _____	
Medical Condition: _____			
Special Problems Requiring Counseling: _____			
Dexterity of Learner: Right Handed ☐ Left Handed ☐ Ambidextrous ☐			
Reg. Social Grant		YES	NO
Res. Social Grant		YES	NO

Please submit the following supporting documents:

1. Copy of birth certificate
4. Transfer letter
7. Proof of residence

2. Copy of immunisation record
5. Copy of parents ID
8. Copy of study visa

3. Copy of progress report from previous school
6. Proof of income

APPLICATION FOR ADMISSION TO SCHOOL

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Siblings

Number of other Children at this school:

Position in the family (e.g first):

Please supply full names below:

Name:

Grade:

Name:

Grade:

Name:

Grade:

Parent / Guardian Information

Complete a SEPARATE parent form for each parent living at a different physical address

Title:

Initials:

Surname:

First Name:

Gender:

Male:

Female:

Home Language:

Race:

Identification Number:

Or Passport number

Account Payer:

Yes

No

Residential Street Address:

City/Suburb

Code:

Occupation:

Employer:

Surname of Spouse:

First Name:

Occupation of Spouse:

Learner resides with this parent/s

Yes

No

Spouse ID Number:

Relationship to Learner:

Marital status of parent:

Correspondence Details

Title:

Surname:

Postal Address:

City/Suburb

Code:

Other Contact Details

Home Telephone

Number:

Fax Number:

Work Telephone

Number:

Cell Number:

Spouse Work Telephone Number:

Spouse Cell Number:

E-Mail Address:

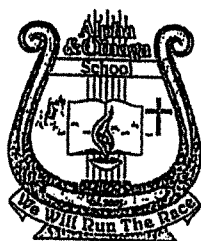
Spouse E-Mail Address:

I hereby declare that to the best of my knowledge, the above information as supplied is accurate and correct.

Name of Parent / Guardian (Please Print):

Signature of Parent / Guardian

Date:



ENROLLMENT CONTRACT

between

Alpha and Omega School

and

Name and Surname: _____

ID No: _____

Email Address: _____

(Parent/Guardian 1)

and

Name and Surname: _____

ID No: _____

Email Address: _____

(Parent/Guardian 2)

For

Name & Surname of Learner (s)

PARENT DECLARATION AND CONTRACT OF ENROLMENT

The person/s whose details appear in Annexure B, declare that he/she/they are the Parent/s of the Learner/s, whose details appear in Annexure A. The rights and obligations contained in this Contract are binding on every person who signs this Contract and must be carried out in order for the Learner to be successfully enrolled and retained at the School.

IMPORTANT NOTICE:

By signing or initialling this Contract, the Parent agrees to:

(a) the terms and conditions contained in this document, and -

(b) ensuring that the Parent and the Learner comply with any terms and conditions contained in the Policies, which shall form part of this Contract.

If there is any provision in this Contract that the Parent does not fully understand, the Parent is obliged to ask for an explanation before signing.

This Contract contains clauses which appear in similar text style to this notice and which:

- may limit the risk or liability of the School or a third party; and/or
- may create risk or liability for the Parent; and/or
- may require the Parent to indemnify the School or a third party; and/or
- serve as an acknowledgement, by the Parent, of a fact.

Attention is drawn to these clauses because they are important and should be carefully noted. The rights the Parent has in this Contract are in addition to, and do not affect, the statutory rights and remedies the Parent has under the Consumer Protection Act. In the event of conflict between this Contract and the Consumer Protection Act, statutory consumer protection rights shall prevail. Nothing in this Contract is intended to or must be understood to restrict, limit or avoid any rights or obligations created for the Parent or the School in terms of the Consumer Protection Act.



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www.alphaandomegaschool.org

14 August 2008

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1. DEFINITIONS

In this Contract

1.1. "Additional Fees" means those costs for the Additional Goods/Services and additional costs and levies required from time to time, and notified to the Parent in advance, to provide adequately for the education and related activities and services provided to the Learner, including the costs of co-curricular activities, or special educational needs;

1.2. "Additional Goods/Service" means those goods or services that may be provided to or for the benefit of the Learner from time to time, as determined by the School from time to time;

1.3. "Administration Fee" means amount of money paid by the prospective parents when submitting the application forms the fee as an agreed non-refundable payment for administrative purposes;

1.4. "Board" means the body of people authorised by the School's constitutional documents to jointly supervise, govern the School, including but not limited to the board of directors, trustees or governors;

1.5. "Contract" means this document, including all its annexures as well as any Policies, as amended from time to time;

1.6. "Consumer Protection Act" means the Consumer Protection Act, No. 68 of 2008;

1.7. "Deposit" means an amount of money paid by the Parent/s to the School which, subject to the agreement between the Parent/s and the School, may be refundable by the School or donated by the Parent/s upon termination of this Contract, less any amounts that the School is legally entitled to recover as a result of such termination or other damage related to a breach of this Contract;

1.8. "Development Fee" means the amount of money payable by the Parent/s as an agreed, non-refundable contribution to the School's developmental costs, payable on the Learner's enrolment to the School as part of the School's revenue for that year;

1.9. "Enrolment Fee" means the amount of money payable by the Parent/s to the School to cover all the administrative costs involved in registering a Learner at the School and which may include an initial contribution to the development and capital costs of the School, non-refundable;

1.10. "Fee" means any amounts owing to the School for a Learner's enrolment, education and related activities at the School. Such Fees shall be clearly communicated to the Parent in advance and may include, but are not limited to, the:

- Administrative Fee
- Enrolment Fee;
- Deposit;
- School Fees;
- Development Fee; and
- Additional Fees;

1.11. additional information in respect of the Fees is set out in Annexure D of this Contract;

1.12. "Head of School" means the person appointed by the Board to be responsible for the day-to-day management of the School, including anyone to whom such duties have been delegated;

1.13. "Income Tax Act" means the Income Tax Act, No. 58 of 1962;

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- 1.14. "Learner" means the child (of any age) admitted by the School to be educated, whose details appear in Annexure A1, as well as the Learners whose details appear in any subsequent Annexures numbered "A2", "A3" and so on sequentially, as provided for in Annexure "A1".
- 1.15. "Learner Intellectual Property" means any and all intellectual property created, developed and/or generated by the Learner, including, without limitation: (i) artworks, drawings, music and/or writings; (ii) all patents and applications therefor and all resses, editions, renewals, extensions, provisional, continuations and continuations-in-part thereof; (iii) all copyrights, copyright registrations and applications therefor, and all other rights corresponding thereto; (iv) all software, databases and data collections and all rights therein; (v) all moral and economic rights of authors and inventors, however demonstrated; (vi) all rights arising out of or associated with any of the foregoing, including all rights to sue and recover damages for past, present and future infringement, misappropriation, dilution or other violation of any of the foregoing; and (vii) all rights or forms of protection having equivalent or similar effect to any of the aforementioned, which may subsist in any country in the world;
- 1.16. "Material Breach" means a breach that is material in the context of the overall arrangements between the School, the Parent and the Learner as set out in this Contract or Policies from time to time and, for the avoidance of doubt and without limitation, is considered to exist where the Parent or the Learner (as applicable):
 - 1.17. fail to uphold or contravene this Contract and/or the Policies, as introduced and amended from time to time;
 - 1.18. fail to pay any fees by their due date;
 - 1.19. fail to fulfil any legal requirements necessary for the Learner to attend school in South Africa;
 - 1.20. act in such a way that the Parent or the Learner (as applicable) becomes uncooperative with the School and, in the reasonable opinion of the Head of School, the Parent or the Learner's behaviour negatively affects the Learner's or other learners progress at the School, the well-being of School staff, or brings the School into disrepute; or
 - 1.21. the School determines, in its reasonable opinion, that any unjustifiable act or omission by the Parent or the Learner has caused or could reasonably cause reputational harm to the School;
 - 1.22. "NCA" means the National Credit Act, No. 34 of 2005;
 - 1.23. "Parent" means a parent or guardian of a Learner, who has signed this Contract and whose details appear in Annexure B;
 - 1.24. "Parties" means the Parents and the School;
 - 1.25. "Payee" means the person or entity, other than the Parent, nominated by the Parent to be responsible for paying some or all of the fees;
 - 1.26. "Policies" means the rules and principles adopted by the School, as published by the School from time to time, which are used to regulate the day-to-day running of the School. These Policies may include (but need not be limited to) the School Rules, Schedule of Fees, Data Protection Policy, Debtors' Policy, Terms and Conditions of the School, as well as the Code of Conduct and the School's Cautionary and Grievance Procedures for Parents and are available on request free of charge, on the School's website, or the School's App;
 - 1.27. "POPI Act" means the Protection of Personal Information Act, No. 4 of 2013;
 - 1.28. "School Fees" means Alpha and Omega School
 - 1.29. "School Fees" means the amount of money payable by the Parents to the School in connection with a Learner's education, excluding any Enrolment Fee, Deposited Development Fee, Top-Up Fee or Additional Fees;

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- 1.30. "School Rules" means the rules of the School, a copy of which is provided to each Learner on entry and is sent to Parents with the letter offering a place at the School, as those rules may be amended from time to time for legal, safety or other reasons or in order to assist the proper administration of the School;
 - 1.31. "Magistrate's Court Act" means the Magistrates' Courts Act, No. 32 of 1944;
 - 1.32. "Term" means the period of the academic year during which the School holds classes and co-curricular activities, as notified to Parents from time to time;
 - 1.33. "Third Party" means the person or entity, other than the Parent, nominated by the Parent to be responsible for the payment of any one or more or all of the Fees, provided that nomination will not absolve the Parent from liability for those said fees; and
 - 1.34. "Payment Arrangements" A payment arrangement refers to a formal agreement between a client and Alpha and Omega to settle outstanding fees through scheduled payments over a specified period. Alpha and Omega permits only one payment arrangement per client for the settlement of outstanding fees. Once a payment arrangement has been granted, no additional arrangements will be considered or approved until the existing agreement is fulfilled in full.
2. ACKNOWLEDGMENT, COMMITMENT AND ADHERENCE TO THE VALUES, EDUCATIONAL METHODS, ETHOS AND MISSION OF THE SCHOOL.
 - 2.1. The Parents acknowledge and accept that the School is acting as experts in education, and that the School has developed its own distinctive values, ethos, educational philosophy and pedagogical methodology. By enrolling the Learner in the School, the Parents bind and commit themselves and the Learner to uphold and respect the values, educational methods, ethos, traditions, philosophy, history and mission of the School, as articulated in the School's prospectus, mission statement, policy documents, rules and / or codes of conduct from time to time.
 - 2.2. If at any time the Parents are of the view that the values, educational methods, mission, ethos and objectives of the School are incompatible with those of the Parents or the Learner, the Parents undertake to withdraw the Learner from the School subject to the terms and conditions of this Contract and the best interests of the Learner.
 - 2.3. The Parents undertake that they will, and procure that the Learner will, respectively adhere to and/or participate in all School activities that may include any and all religious and / or cultural practices established by the School as a means of giving expression to its values, ethos and mission. If the Parents and/or the Learner conduct themselves in a manner inconsistent with, or that fails to uphold, such values, ethos and mission, the School shall be entitled to terminate this Contract.
 - 2.4. The Parties undertake in favour of one another to display and exercise good faith to each other in giving effect to the terms of this Contract and to use their respective reasonable endeavours to do all such things (and procure the doing of all such things) as may reasonably be required to give effect to the terms and intended purpose of this Contract and to uphold the rights and enforce the obligations of any Party under this Contract.

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This clause has been drawn to my attention and I confirm that I understand and accept its legal consequences.

Signature:	Parent 1	Parent 2	Third Party

5. PARENT'S GENERAL OBLIGATIONS

- 5.1 The Parents will inform the School in writing, prior to admission and enrolment, of any special educational needs of the Learner known to you, of the kind referred to in clause 0.
- 5.2 In order to fulfil the School's obligations, the School needs the Parents' co-operation without detracting from any specific obligations contained in this Contract, the Parents are required to: fulfil the Parents' own obligations under these terms and conditions; encourage the Learner in his or her studies, and give appropriate support at home; keep the School informed of matters which affect the Learner, maintain a courteous and constructive relationship with School staff, and attend meetings and otherwise keep in touch with the School where the Learner's interests require the Parents to do so.

- 5.3 The Head of School may, if it is justifiable to do so and after following due process, require the Parents to remove or may suspend or expel the Learner if the Parents' behaviour is in the reasonable opinion of the Head of School so unreasonable as to affect or likely affect the progress of the Learner or another learner (or other learners) at the School or the well-being of the School staff or to bring the School into disrepute.

- 5.4 The Head of School may, if it is justifiable to do so, require the Parents to remove or may suspend or expel the Learner from the School, if he/she considers that the Learner's attendance, progress or behaviour (including behaviour outside School) is seriously unsatisfactory and in the reasonable opinion of the Head of School the Learner's removal is in the School's best interests or those of the Learner, other learners or the wider School community. In this case, the Parents will be asked to remove the Learner at a specified date that may be shorter than a full Term. Should the Head of School exercise this right, all or a part of the Deposit will be forfeited where?

- 5.4.1 the School is unable to fill the vacancy created by the Learner; and

- 5.4.2 the School has incurred, or will incur, reasonable costs for administering the Learner's enrolment or removal from the School.

- 5.5 When the Head of School contemplates the possibility of removal or expulsion of a Learner under clauses 6 or 7, it should follow a fair process (which may include a hearing) to solicit representations on the Learner's best interests and right to a basic education.

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- 5.6 The School rules set out examples of offences likely to be punishable by suspension or expulsion. These examples are not a closed list and a Learner may be expelled or suspended for offences which are not included in these examples. In particular, the Head of School may, subject to applicable law, decide that suspension or expulsion for a lesser offence is justified where there has been previous misbehaviour by the Learner, or the circumstances of the case otherwise justify such action.

This clause has been drawn to my attention and I confirm that I understand and accept its legal consequences.

Signature:	Parent 1	Parent 2	Third Party

6. POLICIES OF THE SCHOOL

- 6.1 The Parents acknowledge and declare that they have read and understood the Policies and agree to abide by the provisions of the Policies. The School undertakes to make copies of all Policies available on request and free of charge, on the School's website or the School's App.

This clause has been drawn to my attention and I confirm that I understand and accept its legal consequences.

Signature:	Parent 1	Parent 2	Third Party

- 6.2 The Parents undertake to comply with all the rules and regulations of the School and acknowledge that it is the Parents' responsibility to make themselves familiar with the policies.

- 6.3 The Parents acknowledge that they are responsible for the Learner, whether on the property of the School or not, after the notified finishing times of any school activity/event/function and that they will ensure that the Learner obeys all school rules and policies where they apply to the Learner.

7. ACCEPTANCE AND DEPOSIT

- 7.1 An offer of a place for a Learner at the School is accepted by the Parents signing this Contract and paying the Administration Fee (non-refundable) and the Deposit Fee.

- 7.2 If, subsequent to entering into this Contract, the Learner does not take up a place at the School (save for by reason of death or long term hospitalisation) the Parents will not be refunded the

Administration Fee. The Administration Fee will be kept by the School as a reasonable cancellation fee for the School's costs in administering, processing and handling the Learner's application.

7.4 If the Learner does take up a place with the School, the Deposit will form part of the general funds of the School. The School will be entitled to treat the interest generated from such Deposit as part of the income. The Deposit will be refunded to you, without interest, on the Learner leaving or at the end of the School's duration, credited to you, without interest, for the final payment of the fees or other charges payable by the Parent to the School, on the Learner leaving.

B.1

8.2 The Parents and/or the Third Party accept the Additional Goods/Services. The Parents and/or the Third Party expressly agree to the delivery or performance of the Additional Goods/Services and the Third Party expressly agrees to the payment thereof, in accordance with clause 0. The Parents and/or the Third Party acknowledges that the Additional Goods/Services are not unstocked, within the meaning of the Consumer Protection Act or otherwise and that the Parents have expressly accepted such Additional Goods/Services.

Additional Goods/Services:

8.3 The Parents and/or the Third Party accept that you/it will be liable for the payment of the Additional Goods/Services. Such Additional Goods/Services include payment for stationary, books, school hours, sports etc., concerts, outings or any other Additional Goods/Services required by the School to provide the Learner adequately with the educational services in terms of this Contract. Any such Additional Fees will be added to the School account, which will be payable by the end of the month invoiced. The School will not accept any up-front cash payments for the payment of the Additional Amounts.

8.4 The Parents confirm that a certificate or financial statement signed by the bursar, business manager or Head of School showing the amount owing by the Parents or the Third Party to the School shall be rebuttable proof that the said amount is due, owing and payable. Where the quantum of the School's claim is thereafter disputed by the Parents or the Third Party, the Parents or the Third Party shall bear the onus of proving that such amount is not owing and/or due and/or payable.

payable.

8.5 In the event of the Third Party taking responsibility for the payment of the Fees, the Parents by their signature hereto, hereby bind themselves jointly and severally to the School the Parents' signature hereto, hereby bind themselves jointly and severally to the School the personal capacity as surety and co-principal debtor with the Third Party for payment to the School by the Third Party of any amounts which are owing and may at any time become owing to the School by the Third Party.

B.6 The Parents also acknowledge that the fee paid on the due date, the whole balance of the fee outstanding will constitute a waiver of his rights payable by you. No indulgence or grant of time by the School will constitute a waiver of his rights under this Contract or otherwise.

8.7 The Parents are entitled to elect (a) enrichment and prior to the beginning of each school year whether to pay School Fees annually, termly or monthly, the total costs of which will be set out in a fee schedule and communicated to the Parents on enrichment, and in advance of any increase in School Fees. With respect to monthly payments, School Fees should be paid over an 11 month period.

month period.

6.9. The Parents authorise the School to effect a debit order against the Parents' bank account to effect the monthly payment of Fees, if that is the period chosen or if it is subsequently agreed.

The details of the account to be drawn upon by the Parents agree that Fees paid in advance will be deposited by the School and held in accordance with the Consumer Protection Act, but that the School will be entitled to treat the account as a fund for the School's use.

8.10.1 Inability to pay Fees due to death or long-term hospitalisation. Will be dealt with on a case by case basis.

case basis.

In the event that the Parent or Third Party responsible for the payment of Fees is unable to pay the Fees due to death or illness resulting in protracted hospitalisation, such Parent or Third Party, personally or through an authorised representative, shall be entitled to approach the School to make arrangements to the extent that a deviation of the payment terms of this Contract is required.



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This clause has been drawn to my attention and I confirm that I understand and accept its legal consequences.

Signature:	Parent 1	Parent 2	Third Party

8.10.2 The Head of School shall, in their discretion, be entitled to consider any deviation from the payment terms in this Contract on a case-by-case basis following the production of either of:

- 8.10.2.1 a death certificate;
- 8.10.2.2 a medical certificate or examiner's report; or
- 8.10.2.3 a certificate or report by a traditional healer registered in terms of the Traditional Health Practitioners Act, No 22 of 2007.

8.10.3 For the avoidance of doubt:

8.10.3.1 nothing in this clause 0 shall limit the rights of the School in respect of any Fees due and payable in terms of this Contract before and after any decision of the Head of School pursuant to clause 0;

8.10.3.2 the application of the provisions of this clause 0 shall not limit or reduce the remedies and recourse available to the School in terms of the common law, statute or this Contract.

8.11 The School Fees will be reviewed from time to time and may be increased by an amount which the School considers reasonable. The School will endeavour to give the Parents at least two calendar months' notice of any increase in the fees due for a particular term. The Parents have a right to cancel this Contract without penalty should the School Fees increase to an amount which the Parents no longer wish to pay, provided that the Parents give the School written notice of that intention within 7 (seven) days of the School's notification of an increase, failing which the cancellation provisions of clause 0 will apply, and the Parents will be required to provide a full term's notice or pay a term's fees in lieu of notice.

9. SECTION 18A INCOME TAX EXEMPTION FOR THE DONATION OF THE DEPOSIT

9.1 If, at the end of the term this Contract, the Parents elect to donate the Deposit to the School, the School, only insofar as it is registered as a Public Benefit Organisation as contemplated in the Income Tax Act, shall issue a receipt to the Parent for such donation, which qualify as a tax deductible donation for purposes of section 18A of the Income Tax Act.

9.2 Subject to any dispensation which may be granted by the Commissioner, the School shall distribute at least 50% (fifty per cent) of the value of any donation for which a certification as contemplated in clause 0 has been issued within 12 (twelve) months from the end of the financial year during which the relevant donation was received.



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10. PROTECTION OF PERSONAL INFORMATION

10.1 By entering into this Contract, and unless the Parents at any time instruct the School expressly and in writing to the contrary, the Parents consent is given for the School to:

10.1.1 collect, store and process names, contact details and information relating to the Learner, and to such information being made available to other parents/guardians, staff or responsible persons engaged or authorised by the School for School-related purposes to the extent required for the purpose of managing relationships between the School, parents/guardians, and current learners as well as providing references and communicating with the body of former learners; and

10.1.2 supply information and a reference in respect of the Learner to any educational institution which the Parents propose the Learner may attend. The School will take care to ensure that all information that is supplied relating to the Learner is accurate and any opinion given on his/her ability, aptitude and character is fair. However, the School cannot be liable for any loss the Parents or the Learner is alleged to have suffered resulting from opinions reasonably given, or correct statements of fact contained, in any reference or report given by the School.

11. LEARNER INTELLECTUAL PROPERTY DEVELOPED DURING THEIR TIME AT THE SCHOOL

The School acknowledges that the Learner may, during their time at the School, create, invent or develop Learner Intellectual Property. Any rights to the Learner Intellectual Property are not transferred to the School and shall remain the property of the Learner. To the extent that any Learner Intellectual Property is included in the circumstances contemplated in this Contract, the Parents, on behalf of the Learner, hereby grant the School a perpetual, fully paid-up, worldwide, non-exclusive, royalty-free, transferable right and licence to use and reproduce the Learner Intellectual Property to the extent reasonably necessary to give effect to the objectives contemplated in this Contract.

12. TERMINATION AND NOTICE REQUIREMENTS

12.1 For the avoidance of doubt, this Contract will terminate when the Learner completes the School's curriculum and any exit examination the School offer at the end of the Learner's schooling, unless otherwise terminated on the terms of this Contract. This Contract therefore has an indefinite term for the Primary School and High School respectively. Learners will not be automatically admitted to the high school on the basis of their primary school contract. A new enrolment contract will apply.

12.2 The Parents have the right to cancel this Contract at any time, for any reason, provided that you give the School a full term's notice, in writing, of this intention before the withdrawal of the Learner from the School. Alternatively, a full term's fees (including additional fees pro-rated for the term) is payable to the School in lieu of notice, and as a reasonable cancellation fee taking into account the nature of the educational services, capacity planning and reasonable potential to fill the vacancy. Such amount is due and payable on the first day of the term which would have been the final term if the appropriate notice had been given. Should the Parents have elected to pay annual School Fees or should any additional Fees have been paid in advance, those Fees will be credited in

The School also has the right to cancel this Contract at any time, for any reason, provided, of its notice. That it follows due process and gives the Parents a full term's notice. In writing, of its decision to terminate this Contract. At the end of the term in question, the Parents will be required to withdraw the learner from the School, and the School will refund to the Parents the amount of any fees pre-paid for a period after the end of the term less anything owing to the School by you.

This clause has consequences.

Parent 1		Parent 2		Third Party
Signature:				

13.1 Any assignment of the rights and obligations under this Agreement shall be subject to the prior written consent of the other Party, which consent shall not be unreasonably withheld.

13.3

The Parties shall first endeavour to settle the dispute by mediation. The Parties shall agree in writing on a mediator within 5 (five) Business Days of the Dispute Notice. The mediator shall take place in accordance with the United Nations Commission on International Trade Law (UNCITRAL) Model Conciliation Rules in force at the time of the dispute and the mediator shall be appointed by Tokiso Dispute Settlement Proprietary Limited (Tokiso) and to the extent that Tokiso no longer exists, the mediator shall be appointed by the chairperson for the time being of the Association of Arbitrators (Southern Africa) or its successors-in-lieu.

time as may be agreed to in writing.

13.7 The arbitrator shall have the same remedial powers as a court of law in South Africa and arbitrators shall be 1 (one).

The arbitrator shall have the same remedial powers as a court of law in South Africa and have were it adjudicating the dispute and the decision of the arbitrator shall be final and binding on the Parties. The arbitrator shall deliver an award together with written reasons within 30 (thirty) Business Days from the date upon which the arbitration ends. A demand for arbitration that has been successfully served by any Party shall interrupt prescription of the claim to which it relates.

shall be the law of South Africa. The

13.9

13.9 Nothing in this clause 0 shall preclude any Party from applying to a duly constituted court of competent jurisdiction for urgent interim relief (including but not limited to: (i) to compel arbitration; (ii) to obtain interim measures of protection prior to or pending arbitration; (iii) to seek such injunctive relief as may be necessary and appropriate; (iv) to enforce any decision of the arbitrator, including the final award; (v) for judgment in relation to a liquidation claim; or (vi) to enforce any security granted in terms of, or relating to, this Agreement.

Agreement. This clause is a separate, divisible agreement from the rest of this Contract and will remain in effect even if this Contract is terminated, nullified, or cancelled for any reason.

This clause has been drawn to the consequences.	Party 2	Third Party
---	---------	-------------

This clause has been drawn up by the following parties and their consequences.		
Parent 1	Parent 2	Third Party
Signature:		



ALPHA AND OMEGA SCHOOL

02 875 2453 www.alphaandomegaschool.org.za
 14 Alpha Road, Unit 12, 1205, Midway, Johannesburg 2008
 UNALLES 21 SCHOOL 00877 EMAIL: 0000 24800 NPOT: 021-707 POC: 000020488

14. SOCIAL MEDIA, MEDIA AND INTERNET USE BY PARENTS AND LEARNERS THAT IMPLICATES OR CONCERNS THE SCHOOL

- 14.1 The Parents undertake that they shall not, and will procure that the Learner shall not:
- 14.1.1 engage in any media, online communication activities or any other communications in the public domain that, if linked to the School:
- 14.1.1.1 could have an adverse impact on its reputation or public image, or involve it in a public controversy; or
- 14.1.1.2 are in breach of the School's Policies, ethics, mission and values;
- 14.1.2 disclose the personal details of the School's employees, other Parents and/or Learners;
- 14.1.3 disclose any confidential information relating to the School, including any details surrounding disputes as contemplated in clause 0;
- 14.1.4 raise, allude to, or publicise any disputes or grievances pertaining to the School or any of its employees, other Parents or Learners on social media, the internet, blog posts and/or any other media without first having raised such dispute or grievance, and without first having endeavoured to resolve it, in good faith and in accordance with clause 0.

- 14.2 Failure to adhere to this clause 0 shall constitute a material breach of the Agreement. This clause has been drawn to my attention and I confirm that I understand and accept its legal consequences.

Signature:	Parent 1	Parent 2	Third Party

15. CONSENT TO USE OF THE LEARNER IMAGES AND INTELLECTUAL PROPERTY IN MARKETING MATERIALS

- 15.1 The School and ISASA may, from time to time, be required to make use of still and/or moving image, video footage, photographs and/or frames and/or audio footage and other media with or without name of the Learner, or depicting the Learner, and Learner Intellectual Property.
- 15.2 The Parents are required to complete Annexure C1 to give or deny the School consent to make use of the media contemplated in clause 0.



ALPHA AND OMEGA SCHOOL

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16. GENERAL

- 16.1 The Parents choose the residential address set out in Annexure 8 as their chosen legal address for the service of all notices and legal processes and the postal and email addresses for all other communications by the School to you.
- 16.2 The Parents confirm that all the particulars that the Parents may furnish or that the Parents have furnished to the School on this Contract or otherwise from time to time are or will be, to the best of their knowledge and belief, full, true and accurate.
- 16.3 The Parents undertake to advise the School in writing of any changes to the details included in this Contract.
17. JURISDICTION AND GOVERNING LAW
- This Contract is governed by and shall be construed in accordance with the laws of South Africa. The Parents agree that the School, at its sole discretion, shall be entitled to institute any legal proceedings for the recovery of money owed by the Parents as a liquidated debt or debts to the School in any Magistrate's Court having jurisdiction in terms of sections 45 and 28 of the Magistrates' Courts Act, notwithstanding in the provisions of clause 0.

18. VARIATIONS

The School reserve the right to change or add to these terms and conditions from time to time for legal, safety or other substantive reasons or in order to assist the proper delivery of education at the School. The School will give the Parents at least a term's notice of any such modifications.

19. PARTIAL INVALIDITY

- 19.1 Each term and condition contained in this agreement is separate from the other terms and conditions in the sense that if any one is determined to be illegal and unenforceable, it will simply be disregarded and of no force and effect, but the agreement will otherwise remain valid.
- 19.2 It is a condition of attendance at the School that the Parents sign in the space provided. The School Board may at its discretion consider this declaration and this Contract to be null and void if this document is altered in any way.



ALPHA AND OMEGA SCHOOL

OF 888 3433 0000
UNAVAILABLE TO SCHOOL 000077
M. Abdul Wahid, 2000
GATEWAY 2000 3433 0000
INFO: 081-707 7001 0000-400

Declaration: I/we, the undersigned, do hereby declare that I/we have read and understood this Contract, including the Policies of the School.

SIGNED at

ON 20

PARENT 1

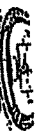
ON 20

SIGNED at

PARENT 2

ACCEPTED by the School at

ON 20
HEAD OF SCHOOL/DEPUTY HEAD



ALPHA AND OMEGA SCHOOL

OF 888 3433 0000
UNAVAILABLE TO SCHOOL 000077
M. Abdul Wahid, 2000
GATEWAY 2000 3433 0000
INFO: 081-707 7001 0000-400

ANNEXURE A1 DETAILS OF THE LEARNER

Learner	Name and Surname	Current Grade	Gender (M/F)	Age	ID Number/Passport
1					

It is agreed that for each sibling enrolled and admitted to the School after the Learners referred to in this Annexure A1, a new annexure will be completed and signed by the Parties, with the same information for each such sibling. These will be Annexures A1, A2, A3 and so on sequentially, and will be deemed to be annexures to this Contract, with all the provisions of this Contract applying to the sibling as a Learner in terms of the Contract.

ANNEXURE A2 DETAILS OF THE LEARNER

Learner	Name and Surname	Current Grade	Gender (M/F)	Age	ID Number/Passport
2					

It is agreed that for each sibling enrolled and admitted to the School after the Learners referred to in this Annexure A2, a new annexure will be completed and signed by the Parties, with the same information for each such sibling. These will be Annexures A1, A2, A3 and so on sequentially, and will be deemed to be annexures to this Contract, with all the provisions of this Contract applying to the sibling as a Learner in terms of the Contract.



ALPHA AND OMEGA SCHOOL

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ANNEXURE A3 DETAILS OF THE LEARNER

Learner	3	Name and Surname	Current Grade	Gender (M/F)	Age	ID Number/Passport

It is agreed that for each sibling enrolled and admitted to the School after the Learner/s referred to in this Annexure A3, a new annexure will be completed and signed by the Parties, with the same information for each such sibling. These will be Annexures A1, A2, A3 and so on sequentially, and will be deemed to be annexures to this Contract, with all the provisions of this Contract applying to the sibling as a Learner in terms of this Contract

ANNEXURE B DETAILS OF PARENT

Title and Surname	First person responsible for payment of fees	Second person responsible for payment of fees
First Name (s)		
ID Number		
Cellphone Number		

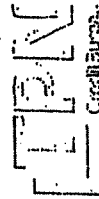


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Home Address	
Postal Address	
Email Address	
Signature	
Date	

Alpha & Omega School is affiliated to TPN Credit Bureau, a registered credit bureau; all account payment profiles, patterns and behaviour is recorded monthly with credit bureau for the purposes as per the National Credit Act.





ALPHA AND OMEGA SCHOOL

www.alphaandomegaschool.org

14 August 2020 12:25 PM

07 858 3453

UNIVERSITY OF SOUTHERN CALIFORNIA

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ANNEXURE C1

CONSENT FOR THE USE OF LEARNER IMAGES AND MEDIA IN SCHOOL PUBLICATIONS

(the Learner) hereby

1. I/We the Parent(s) of _____ (the Learner) hereby give/deny the School our written consent to:

include any still and/or moving image, video footage, photographs and/or frames and/or audio footage and other media with or without name, of the Learner, or depicting the Learner, for the following uses:

- 1.1.1 in School publications (whether local or international), the School website or in press releases to celebrate the School's or the Learner's activities, achievements or successes;
- 1.1.2 sales and marketing materials of the School such as leaflets, flyers, brochures or any other printed media designed for this purpose and disseminated locally or internationally;
- 1.1.3 the development of materials for educational or publicity purposes both locally and internationally; and
- 1.1.4 promotion of the School on the School's official social media platforms, including but not limited to Facebook, Instagram, TikTok, YouTube or any other such social media platform designated for official use by the School.

The consent contemplated above be valid until the Learner reaches the age of majority.

The School shall (and will procure that any third party professional engaged for the above-mentioned purposes shall) under no circumstances sell any still and/or moving image, video footage, photographs and/or frames and/or audio footage and other media with or without name to a third party.

SIGNED at

on 20

PARENT 1

SIGNED at

on 20

PARENT 2



ALPHA AND OMEGA SCHOOL

07 830 3403  admin@alphaandomegaschool.org.za
 14 Napier Street, Pretoria 0001
 0861 8000 34000 0861 8000 34000 0861 8000 34000 0861 8000 34000

ANNEXURE D

FEE

The table below sets out the purpose and function of each Fee. A copy of the Fee Schedule is provided when the Learner is enrolled at the School.

The fee	Purpose and Function
Administration Fee	The administration fee is paid once the parent applies and submits the application to the school.
(Non refundable)	If the Learner does not take up the place offered, the fee will be forfeited.
Development Fee	Once a child has an offer of a place at the School, the Parent must pay a Development Fee. If the child is enrolled at the School and they are later removed from the School, the School will refund a proportion of the Development Fee according to the amount of time the child has been a pupil at the School.
School Fees	The amount, payment method and payment due dates are set out in the Fee schedule which is provided at the start of the school year. The Fee schedule is available free of charge at school. The school fees have to be paid IN ADVANCE before or on the 1 st of each month.
Book Rent & Stationery (Deposit Fee)	The Fees are payable as soon as the Learner has been accepted at the school. If you decide not to place your child at the school, you will receive a refund, but a penalty of R300 is payable to the school.
Extra Costs	The School will always notify the Parents where there are any Extra Goods and Services. The Extra Goods and Services are part of the School's standard offerings and will have been specifically requested. These Fees apply even where at the time of signing this Contract it was not reasonable or even possible to specify every one of the Extra Goods and Services that might be provided. The Additional Costs will be added to the Learner's school account and must be paid by the end of each Term. Upfront cash payments are not acceptable for Extra Goods and Services. Examples of Extra goods and services include school tours, extra-curricular activities, text books, and stationery.
Late Payment Fee	If any instalment of a fee is not paid by the specified date that is on time, you are responsible to pay an interest in accordance with the National Credit Act of 2% monthly on the current outstanding balance.



ALPHA AND OMEGA SCHOOL

www.alphaandomegaschool.org.za

017 826 3453



14 August Westhof Street,
Plot relief, 2380



admin@alphaandomegaschool.org.za



UMALUSI: 21 SCH01 00877

EMIS: 8000 34808

NPO: 051-707

PBO: 930026466

Learner's code of Conduct

As a learner of Alpha & Omega School, I have access to a quality education. I am able to pursue my studies in an encouraging secure and successful education environment. In order for me to achieve this, I accept the following responsibilities and agree:

- To pursue my studies with dedication, honesty and diligence
- To avoid any actions that disrupt lessons, or in any way infringe on the educators right to teach and rights of learners to learn; at any school gatherings e.g., assemblies, prize-giving...etc.
- To contribute and voice my opinion honestly and openly, but politely
- To attend school regularly, and attend all classes during the school day
- To be on time for the start of the school day and for every lesson; I will not stand in the streets before or after school
- To respect the dignity of all learners and staff; This includes no fighting or bullying and any other aggressive behaviour, while in school uniform I will behave no matter where I am and I will make my school proud
- To be considerate and supportive in my actions towards all learners and staff
- To behave in an exemplary manner outside school when representing the school
- To behave in an exemplary manner on the streets, in shopping areas and on public transport
- To greet my teachers; I will always show courtesy and respect to my teachers and visitors to my school
- To avoid engaging in any activity that may jeopardise the safety, security or academic progress of any other person; I understand that NO cell phones and ear phones are allowed
- To preserve and protect school property entrusted to me. This includes no graffiti on any walls, no wasting of toilet paper in toilets, no littering and I will keep my classroom clean
- Never steal, damage, hide or move other people's property and to be responsible for the care of my own possessions
- To wear the required school uniform with pride and according to rules, both inside and outside the school. No nose/tongue rings, chains, bracelets, (girls) only one pair of silver or gold sleepers or studs in ears and a simple wrist watch, (boys) only a watch and no fancy buckles and no sneakers
- To show good sportsmanship by encouraging team spirit and being respectful towards opponents
- To respect the colour, creed, religion or culture
- Nails must be clean and short. No nail polish allowed. Hair must be neat and out of the face, no fancy hair accessories – only black or white allowed and no chewing gum
- To obey the "School Rules"

I acknowledge that I understand what the school rules are regarding my behaviour and conduct. Should I break any of the above rules of behave in a way that brings the school's name into disrepute during school or after school, I accept that the school reserves the right to either suspend or expel me as they see fit.

Parent/Guardian Signature

Date

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3. We agree to assist our child to submit to the academic program, Code of Conduct and all other requirements institute by the school's Management Body.
4. We as parents acknowledge the school constitution as the authority on which the school is based, administered and governed.
5. We as parents realize that attending the school is a privilege and not a right. It is our intention to abide by the decision and support the administration and management of the school.

Signature of Parent 1

Signature of Parent 2

Date

UMALUSI



OIESA
Office of Independent
Education Supervision and
Assessment



ISASA



ALPHA AND OMEGA SCHOOL

www.alphaandomegaschool.org.za

017 826 3453



14 August Westhof Street
Piet rollef, 2380



admin@alphaandomegaschool.org.za



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PBO: 930026466

INDEMNITY FORM

TO BE COMPLETED IN RESPECT OF ALL SCHOOL ACTIVITIES

I, _____ the Parent/Guardian (full name and surname) of _____ (child's full name and surname) hereby give permission for my child to participate in extracurricular and cocurricular activities and attend excursions and tours organized by the school.

1. I accept that:

- 1.1. All reasonable precautions will be taken to ensure the safety and welfare of my child and that I shall be held responsible for the payment of medical and/or hospital accounts, where applicable.
- 1.2. The school will not be held responsible for any injury sustained by my child on the school grounds or its immediate outer perimeter.
- 1.3. The school will not be held responsible for any injury sustained by my child's participation during tours, excursions or any activity.
- 1.4. The school will not be held responsible for the outbreak/infection of COVID-19.

2. I cede my powers as parent/guardian to the principal of the school or his/her representative should medical treatment/surgery be deemed necessary for my child.

3. Health Report: Does the child suffer from?

Allergies Asthma Heart Ailment Epilepsy Other illness

Any other contagious illness, which your child has suffered from?

Please mention any other ailment your child may suffer from e.g., Deafness, thumb sucking, bad eyesight etc.

4. The following information is essential in case of medical treatment or hospitalization: Name of person responsible for medical account: _____ Main Members Details (if different from the Parent details listed below):

Name: _____ Tel (H) _____

ID No: _____ Tel (Cell): _____

Occupation: _____ Tel (W): _____

Name of Medical Aid: _____ Medical Aid No: _____

Is this child on your Medical Aid? YES/NO (please circle) A COPY OF THE MEDICAL AID CARD MUST BE ATTACHED TO THIS FORM.

Declaration

I, _____ (parent/guardian) agree to hereby undertake to comply at all times with the following terms and conditions under which my/our child/ren is/are enrolled at Alpha & Omega School.

1. This is a Christian cantered school. We follow Biblical principles. It is our intention to abide by the decisions and support the discipline of the staff.
2. I/We have confidence that the training and qualification that the staff received, enables them to perform the educational functions of my/our child/ren with discretion and to the best of their abilities.

ALPHA AND OMEGA SCHOOL

www.alphaandomegaschool.org.za

017 828 3453

14 August Westhof Street,
Pretoria, 2386

admin@alphaandomegaschool.org.za

UMALUSI: 21 SCH01 00877

EMIS: 8000 34809

NPO: 051-707

PBO: 930026480

RE: SCHOOL FEE STRUCTURE -2026

Dear Si/Madam

We as Alpha & Omega School, EMIS NO:8000 34809, hereby state that our school fees for the year 2026 will be as follows per grade:

PRE-SCHOOL-GRADE RRR TO GRADE R		
Registration Fees	Once Off	R500.00
School Fees Gr RRR	R950.00 per month for 11 months	R10450.00 per year
School Fees RR	R1000.00 per month for 11 months	11000.00 per year
School Fees R	R1050.00 per month for 11 months	R11550.00 per year
After Care	R700.00 per month for 11 months	R7700.00 per year
We invoice the 1 st & 2 nd term in (January-June)2026 & 3 rd and 4 th term in (July-Nov) 2026		
After Care is invoiced per month		
GRADE 1-9		
Registration Fees	Once Off	R1500.00
School Fees	R2000.00 per month 11 months	R22000.00 per year
Book Fee	Once Off	R600.00
After Care	R700.00 per month for 11 months	R7700.00 per year
We invoice the 1 st & 2 nd term in (January-June)2026 & 3 rd and 4 th term in (July-Nov) 2026		
After Care is invoiced per month		
GRADE 10-12		
Registration	Once Off	R1500.00
School Fees	R2100.00 per month per 11 months	R23100.00 per year
Book Fees	Once Off -Grade 8-9	R600.00
Book Fees	Once Off-Grade 10-12	R800.00
After Care	R700.00 per month for 11 months	R7700.00 per year
We invoice the 1 st & 2 nd term in (January-June)2026 & 3 rd and 4 th term in (July-Nov) 2026		
After Care is invoiced per month		
There is an eight 8% discount for advance payments on school fees if paid before end of February 2026. The whole year must be paid in advance to receive the discount.		
There is R80.00 per child siblings discount if you have two or more children in the school. An Application form must be completed to claim this discount.		
Our banking details are		
FIRST NATIONAL BANK (FNB):620 151 94 161		
Childs name and surname, or the child's account number with the school		

UMALUSI



OISESA



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Alpha & Omega Uniform Prices 2026

Long Sleeve Jersey

Tracksuit

Size 24/61	R250	Size 24/61	R450
Size 26/66	R250	Size 26/66	R450
Size 28/71	R250	Size 28/71	R450
Size 30/76	R270	Size 30/76	R480
Size 32/81	R270	Size 32/81	R480
Size 34/87	R270	Size 34/87	R480
Size 36/92	R300	Size 36/92	R500
Size 38/97	R300	Size 38/97	R500

Dresses

Pull Over Jersey

Size 4/56	R440	Size 24/61	R240
Size 5/58	R440	Size 26/66	R240
Size 6/60	R440	Size 28/71	
R240			

Size 7/62	R480	Size 30/74	R250
Size 8/64	R480	Size 32/81	R250
Size 9/66	R480	Size 34/87	R250
Size 10/68	R490	Size 36/92	R250
Size 11/72	R490	Size 38/97	R270
Size 12/76	R490	Recorder	R80
Size 13/80	R500	School Bag Big	R390
Size 14/84	R500	School Bag Small	R270
Size 15&16	R510	Blazer	R830

SHIRT LOGO

WINDBREAKER

SIZE 28	R 170	SIZE 61	R400
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SIZE 30	R170	SIZE 66	R400
SIZE 32	R170	SIZE 71	R400
SIZE 34	R180	SIZE 76	R420
SIZE 36	R180	SIZE 80	R420
SIZE 38	R180	SIZE 81	R430
Normal tie	R80	Monitor tie	R100
SportWear	R400		



ALPHA AND OMEGA SCHOOL

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Piet retief, 2380 

admin@alphaandomegaschool.org.za 

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2027

GRADE R – 2021

GRADE RR – 2022

GRADE RRR – 2023

GRADE 1 – 2020

GRADE 2 – 2019

GRADE 3 – 2018

GRADE 4 – 2017

GRADE 5 – 2016

GRADE 6 – 2015

GRADE 7 – 2014

GRADE 8 – 2013

GRADE 9 – 2012

GRADE 10 – 2011

GRADE 11 – 2010

GRADE 12 – 2009

UMALUSI



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