



THANYA

Institute of Learning

Founded 1998
Reg. No.: 2005/168213/23
Cell: 083 8454 076 / 078 508 5159
Email: thandi.pelle10@gmail.com
www.thanyainstitute.co.za

Campus 2 & 4
24A Heystek street, Rustenburg
Campus 1
10432 Ext 9, Sunrise Park
Campus 3&5
JQ 297, Thabazimbi Road
Paardekraal Ext. 1

Please Print all information requested except the signatures									
Incomplete application will not be accepted. Provide all information needed and sign when completed.									
Please complete in detail.:					Date :				
Surname :					Name :				
Postal address :					Residential address :				
Cell No.					Emergency N0.				
Transport No.									
ID/Passport N0.(child)					Date of birth(child)				
Learner position in family :		1st			2nd	3rd			4th
Health :					Gender :				
Home language :					Other languages				
Grade applied for:	Gr R	Grade 1	Grade 2	Grade 3	Grade4	Grade5	Grade6	Grade7	
Does the child have any known learning barriers :									
MEDICAL HISTORY									
Family practitioner :									
Contact :									
Chronic Illnesses :									
Chronic medication									
Medical Aid:									
Medical Aid No:									
Name of Card holder :									

ADMISSION REQUIREMENTS:

Before a learner can be admitted to Thanya Institute of Learning , the parent or guardian of such learner must endorse and accept the requirement as listed below:

EDUCATIONAL PRINCIPLES:

- Our Language Of Teaching and Learning [LOLT] is English and Afrikaans as our first Additional Language.
- Teaching is done within Educational Principles and acceptable values pertaining to ages of learners in specific grades.

AGREEMENT:

The parent/guardian declares that he/she honors the Educational Principles and agrees to :

- Punctual payments of the tuition fees as determined by the Management .
- Accepting educational justified discipline in accordance with the Disciplinary code , regarding his/her child[ren] in school.
- Acknowledges the right of the of the Board to suspend /expel the child on the grounds of serious offences.
- The parent agrees to ensure that all text books ,writing books , stationery and resources be bought timeously to avoid disruption of lessons.
- The parent agrees to take responsibility for monitoring of Homework given to the child and furthermore to ensure to the best of their ability that the learner prepares for all tests , tasks and examinations .

COMPULSORY TUITION FEES:

- Parents and guardians signs a written agreement according to which the compulsory tuition fees determined by the Management from time to time will be paid .[ADDENDUM 1]
- Tuition fees are paid in advance and can be paid annually once off or on the 31st January to December or in full.
- Learners must be re-registered yearly before October of the preceding year.
- Fund raising is compulsory to all learners.
- Civvies day will be held every Friday learners are expected to pay certain amount agreed by the school.

SCHOOL FEES – DEFAULT PAYMENT [extract from Financial Policy as adopted by Board]

NB. School fees are determined annually by Board of Thanya Institute of Learning and are binding on all learners and parents enrolled at Thanya .

1. A letter of demand will be sent to all account holders on a thirty days overdue basis
2. Interest at Prime rates will be charged on all accounts 60 days overdue and legal process will be continued.
3. All accounts 90 days overdue will be handed over for debt collection.
4. In all cases of unpaid fees the management reserves the right to refuse a child entrance to classes and at the beginning of every term.

SCHOOL FEES – CANCELLATION OF ENROLMENT:

All parents are liable for a registration fee and the fee for the period actually spent at the Institution.

A notice period of at least 14 days is required for any cancellation of enrolment.

REGISTRATION FEE AND SCHOOL FEE IS NOT REFUNDABLE. THIS AGREEMENT INCLUDES LOCKDOWN AND UNREST.

WHAT DOCUMENTS DO I NEED TO REGISTER MY CHILD?

- copy of birth certificate
- copy of Parents ID's or Passport
- study permit if learner is a foreigner
- transfer letter from previous school
- valid proof of residence
- work information – copy of pay slip or confirmation letter from HR
- copy of clinic card
- registration fee

I the undersigned have read and agree to the terms of this agreement

Parents signatures : _____ Date _____

Addendum 1.

AGREEMENT WITH THANYA ACHIEVERS CC TRADING AS THANYA INSTITUTE OF LEARNING

DETAILS OF PERSON LIABLE FOR PAYMENTS OF SCHOOL FEES			
	FATHER	MOTHER	OTHER/GUARDIAN
SURNAME			
FULL NAMES			
IDENTITY NUMBER			
HOME ADDRESS {domicillium citandi et executandi}			
POSTAL ADDRESS			

TELEPHONE NUMBER {H}			
WORK			
CELL			
E-MAIL ADDRESS			
FAX NUMBER			
NAME AND PHYSICAL ADDRESS OF EMPLOYER			
PERSAL /INDUSTRIAL NUMBER			
DIVISION/POST/RANK			
NAME AND TELEPHONE OF SUPERVISOR/MANAGER			
JOINT INCOME OF PARENTS PER YEAR			
UNDER ADMINISTRATION ?			

UNDERTAKING BY PARENT:

1. To support and endorse the Code of Conduct of the school {Last pages}
2. To pay the school fees ,as fixed by Management and Board.
3. To inform the school should any of our details change.
4. Should my child be accepted to this ,I/we in our capacity as parents/guardians in terms of Section 40 of the South African School Act , am liable for payments of our school fees and I /We understand that payment of school fees is legally enforceable.

DECLARATION BY PARENT/GUARDIAN:

I/We take note :

1. School fees which is payable in advance , is payable before the 7th of each month.
2. School fees are charged from January to December. The last payment for the yearly school fee is therefore payable on or before the 7th December each year.
3. 10% interest will be charged on late payments.
4. Should the school have no other choice but to submit my account for collection to legal representatives ; I consent to the following :
 - ❖ I will be for all and any tracing fees , in the instance where I fail to provide the school with my written change of details
 - ❖ I will be liable for the full outstanding balance in respect of school fees plus interest on the amount in arrears, which will be payable immediately.
 - ❖ I will be liable for the attorney's legal fees on an attorney -and client scale , including collection commission where applicable.
 - ❖ REGISTRATION FEE AND SCHOOL FEE IS NOT REFUNDABLE

I/We therefore apply for admission of our child{ren} to Thanya Institute of Learning as a learner .

Signed at Rustenburg on this _____ day of _____

Parent 1 : _____ Date: _____ Witness: _____

Parent 2 : _____ Date: _____

SCHOOL FEES

- School fees must be paid before the 7th of each month for 12 months (January to December)
- School fees must be paid into the bank account of Thanya Institute Of Learning or via electronic transfer (EFT), the learner's surname and name must be used as reference.
- Please get the correct bank details and from the financial office.
- Card/Swipe machine is available at the school.
- No Cash handled at the Campuses only at the main Office (Town)

**N.B. THE SCHOOL WILL NOT BE LIABLE FOR PAYMENTS GIVEN TO LEARNERS OR STAFF MEMBERS.
ALL MONIES MUST BE PAID AT THE OFFICE AND RECEIPT MUST BE GIVEN AT THE FINANCE OFFICE**

BANKING DETAILS:

SCHOOL BANKING DETAILS

BANK : NEDBANK

ACCOUNT NUMBER: 1162834366

ACCOUNT TYPE : CHEQUE

REF: SURNAME & NAME OF CHILD

SCHOOL BANKING DETAILS

BANK : ABSA

ACCOUNT NUMBER: 9154150322

ACCOUNT TYPE : SAVINGS

REF: SURNAME & NAME OF CHILD

SCHOOL FEES:

SCHOOL FEES FOR THE YEAR 2022 WILL BE AS FOLLOWS:

CAMPUS 1 - SUNRISE		CAMPUS 3 & 5- PAARDEKRAAL		CAMPUS 2 & 4 - 24A HEYSTEK STREET	
OLD REGISTRATION (RE-ENROL)	R800.00	OLD REGISTRATION (RE-ENROL)	R800.00	OLD REGISTRATION (RE-ENROL)	R900.00
NEW REG	R1100.00	NEW REG	R1100.00	NEW REG	R1500.00
CRECHE	R390.00	CRECHE	R390.00	CRECHE	R700.00
GRADE R	R680.00	GRADE R	R680.00	GRADE R	R1200.00
GRADE 1-3	R820.00	GRADE 1-3	R820.00	GRADE 1-3	R1350.00
GRADE 4-6	R950.00	GRADE 4-6	R950.00	GRADE 4-6	R1500.00
GRADE 7	R1450.00	GRADE 7	R1450.00	GRADE 7	R1750.00

NB. REGISTRATION AND SCHOOL FEE IS NON-REFUNDABLE

SCHOOL RULES

NB. PLEASE READ SIGN, BE FAMILIAR WITH THE FOLLOWING

OFFICE HOURS -Monday – Thursday 7h10 am – 14h30pm. Friday 14h00

CONTACTING TEACHERS and PRINCIPAL

Teachers/ Principal appreciate hearing from parents. If you need to contact a teacher, the best time is before 7h30 am and between 13h30 – 14h30. **MAKE AN APPOINTMENT TO SEE A PRINCIPAL FOR PERSONAL REASONS.(TRUST FUNDS, TRANSFER LETTERS, SASSA etc.)**

TELEPHONES/ CELLPHONES

Cell phone at the office is for emergency call (e.g. illness) forgetting a book at home is not considered an emergency . Cell phones are not permitted.

ELECTRONIC POLICY

Learners are not permitted to have cell phones, cameras or any electronic devices. If any devices are brought to the school, they will be confiscated and parents will be called to pick them up.

VISITORS TO SCHOOL

For safety reasons , **ALL** visitors to the school property during the school day must report at the reception. **NO** Parent will be allowed in classes during the lessons. Parents dropping lunch boxes or stationery must drop them at the reception.

CASUAL / CIVVIES DAY

The learners will wear casual/civvies every Friday for R5.00. Other occasions the school will notify parents.

LABELLING BELONGINGS

Please label your child's belongings. The school has a lost and found items, if your child has lost socks or shoes consult the school personally.

RECREATION

Learners are to go outside during recreation breaks, NB weather permitting. Please send a note to your child's teacher if your child is to remain inside due to illness or injury.

MEDICATION

If your child is under medication inform the school.

SCHOOL REGULATIONS

1. ATTENDANCE

Learners are expected to attend school regularly. Learners who are absent from school will be responsible for completing any work that was missed. In case of an absence, a note of explanation signed by guardian or parent should be given to the classroom teacher when the learner returns. A phone call is also acceptable.

2. LEARNERS LEAVING DURING THE SCHOOL DAY.

Parents must report at the office where their learners will be signed out for safety reasons. If someone other than a parent is meeting a child, please send a note indicating these arrangements. IF YOU ARE CALLING THE SCHOOL TO MAKE A CHANGE IN REGARD TO PICKING UP LEARNERS AT THE END OF THE DAY, IT WOULD BE MUCH APPRECIATED IF YOU COULD CALL BEFORE 13H00.

3. LANGUAGE

Learners are expected to use acceptable language on school property / school trip or while participating in extracurricular activities. Inappropriate language will result in behavior support consequences.

4. INDEMNITY FORMS.

Parents must sign indemnity forms in all school trips.

5. SPECIAL EVENTS.

Newsletter will be issued if there is any special events at school.

6. DRESS CODE

Learners must dress appropriately for a school environment. Offensive clothing is not allowed. No Caps are to be worn inside the school.

7. GUM

Gum is prohibited in the school building.

8. SMOKING/ DRUGS

Cigarette , alcohol and non-prescription drugs are prohibited in or on school property and other premises during school functions.

9. DAMAGE TO SCHOOL PROPERTY.

Learners are to refrain from damaging, defacing or destroying school property. If damage occurs, it will be the responsibility of the learners to repair or replace the damaged object.

10. HOMEWORK.

Studies have shown that the regular completion of homework assignments has a positive effect on a learner's success. If homework becomes a problem, the teacher will contact the parent/guardian making sure parents are aware of the situation .

PARENTS : PLEASE CONTACT YOUR CHILD'S TEACHER AS SOON AS POSSIBLE IF THERE ARE ANY HOMEWORK CONCERNS.

I the undersigned have read and agree to the above rules.

Parent/ Guardian signature: _____ Date: _____