Dear Parents

ENROLMENT 2012 – GRADE 1 - 7

1. We have pleasure in making the Application Package for admission of your child to our school available. Please click on the Application Package, print all the relevant documents (Admission Form, Debit Order Form, Financial Undertaking, Visual Screening Form, Confidential Form Re: Child and Tuckshop Assistance Form). Complete, sign and attach all the necessary documentation. Hand all the forms from the Application Package to the enrolment officer at the school. Enrolment will only be considered once all the necessary documentation has been received.

2. The completed Application Package must be handed to the enrolment officer at the school by Wednesday, 10 August 2011. Should this Application Package be received after this date, your child's name will be placed on a waiting list. You will receive written notification of your child's acceptance into Kenridge Primary School by Friday, 16 September 2011.

3. Should you live outside any of these residential areas, 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, De Bron, Doordekraal, Welgemoed North, Protea Valley, Kanonberg, Welgedacht, Van Riebeeckshof** and **Oude Westhof**. Children placed on the waiting list will be notified of acceptance by Wednesday, 12 October 2011.

4. **Financial Obligation**:

4.1 **School Fees (School Account)**: The Governing Body determines the school fees. At present (2011) it is R10 980 per child per annum and payable over a ten month period by means of a debit order (1 February – 1 November). A settlement discount is offered to parents who pay the annual school fees in full by Friday, 03 February 2012. School fees for 2012 will be determined at a budget meeting to be held towards the end of this year.

4.2 **Menu and Charge Form (Trust Account)**: Detailed information about the Menu and Charge Form with regard to levies and choice of extra-mural activities will be available on Orientation Day. The levies for menu activities are revised at the end of every year. Parents are obliged to pay all levies in advance by means of the school's debit order system. Should the levy be amended, your debit order will automatically be adjusted. (In the event of such an adjustment, parents will be notified in writing).

5. Should your application be successful:

Orientation Day:	Grade 1:	Friday, 04 November 2011
	Grade 2 – 7:	Tuesday, 10 January 2012

Further information regarding your Orientation Day and preparation for the new year will be part of your acceptance letter. School will commence on Wednesday, 11 January 2012.

We trust that your child's stay at Kenridge will be a happy one and educationally stimulating. If at any time you would like to discuss any matter with me you are assured of a friendly reception.

Yours faithfully

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