



FOUNDATION COLLEGE

SCHOOL OF EXCELLENCE

Foundation College kids
 Mdluli farms Mataffeni old airport
 Mbombela 1200
 Whatsapp/cell 0624022933
 admin@foundationcollege.co.za
 www.foundationcollege.co.za

FOUNDATION COLLEGE KIDS PRIMARY ENROLMENT FORM

SECTION A: PARTICULARS OF A STUDENT

Year of admission:		Date of application	
Surname :			
Full names:			
ID/ Passport number:			
Gender:	Male:	Female:	
South African Citizen/Permit No			
Name of previous school:			
Highest grade passed:			Year:
Grade to be placed:			Year:
Residential Address:			
Postal Address:			
Contact Tel number:			Cell:
Medical Aid Number			Medical Aid Name:
Doctor's address	Doctor's Name and Address:		

SECTION B: PARTICULARS OF A PARENT/ GUARDIAN

	PARENT/ GAURDIAN	PARENT/GAURDIAN'S NEXT OF KIN
Surname		
Full Names		
ID/ Passport number		
Relationship		
Residential Address		
Postal address		
Home Tel Number		
Work Tel Number		
Cell		
E-Mail Address		
Occupation		
Employer's name and address		

SECTION C: CONTRACT

I, _____ ID Number _____ (of person responsible for the payments of fees)

- I agree to pay the monthly fees for 12 months of the year, from January to December, **ON OR BEFORE THE SEVENTH OF EACH.**
- I am aware that fees **are subject to reasonable change** as decided by management.
- I accept that my child **will not receive any test/exam marks** should I neglect to pay the necessary fees by the due date.
- I accept that **no fees will be refunded** should my child be removed from school during a month, and that fees are payable during my child’s absence from school due to illness, holidays etc.
- I acknowledge that **2 month’s written notice** is required when my child is removed from the school , otherwise 2 month’s fee will be charged in lieu of notice.
- I accept that the school reserves the right to transfer a learner to a previous grade if she /he fails first term.
- I accept that that the school reserves the right to transfer a student who is too young to the previous grade at the discretion of a teacher and principal.
- I accept that the school reserves the right of admission and re-admission based on academic and disciplinary guidelines. **The learner forfeits all payments if expelled during the year.**
- Should it be necessary to take legal action against me, I undertake to pay legal fees on an attorney and client scale as well as interest on any arrear amounts due to the school.
- My child will attend all classes organized by the school including EXTRA classes.
- **I BIND TO THE CONTRACT IN 12 MONTHS WHICH IS BINDING ON EVERY REGISTERED LEARNER TILL THE END OF THE YEAR.**

SECTION D: INDEMNITY

- Although every possible precaution will be taken, under no circumstances will the school be held liable for any possible accidents or injuries that may happen to your child or loss that he/she may suffer whilst in the school care, whether in transit, on the school premises or elsewhere.
- I hereby indemnify the school and its employees and agents against all losses and claims for injuries or damages to any person or property whatsoever that may be caused by my child while she/he is under the care of the school.
- I hereby declare that I have read and understood all of the above and accept all the terms and conditions therein.

Name _____ Contact Number _____

Signature _____ Date _____

Witness Name _____ Signature _____

Date _____

SECTION D: DEPARTMENT REQUIREMENTS

Preferred language of instruction	English		If not English, specify:	
Religion	Christianity		Non-religious	
	Buddhism		Judaism	
	Other, specify			
Citizenship	South-Africa		Zimbabwe	
	Botswana		Other, specify	
Country of residence	South-Africa		Zimbabwe	
	Botswana		Other, specify	
Province of residence	Limpopo		Gauteng	
	Mpumalanga		Other, specify	
Previous province where student was in school (if applicable)	Limpopo		Gauteng	
	Mpumalanga		Other, specify	
Race	African		Coloured	
	White		Indian	
	Other, specify			
Parents deceased	Mother		Father	

SECTION E: SCHOOL RULES AND REGULATIONS

- As a student at Foundation College Kids I will attend 90% of my classes. Should I not have 90% attendance record, I will not be permitted to write my examination. The school reserves the right to demote a student who does not perform in Term 1 and Mid-Year examinations. No absenteeism.
- The use of cellphones during school hours is prohibited. Should it be necessary for a learner to have a cellphone it remains switched off at all times on the school premises. The school does not take responsibility of a stolen cellphone. **DO NOT BOTHER REPORTING IT TO STAFF AS NO ACTION WILL BE TAKEN TO ASSIST YOU.**
- All homework tasks and assignments shall be completed. I understand that if I fail to adhere to the above stipulation and I am issued with a three warnings I may face a disciplinary hearing which may lead to expulsion from school.
- No bunking of school or leaving school premises without the principal's approval. When absent bring the following to school the following day. Letter from parent or Doctor stating your reason for being absent.
- Students must be at school from 07:30am to 14:00pm for classes.
- No coloured hairstyles for girls and only black hairclips are permitted. No weaves.
- No moustaches and beards for boys. Always have a clean shave. Always have a clean shave.

8. All students should be in full uniform from Monday to Friday.
9. No learner is allowed to bring dangerous weapons such as fire arms, knives, explosives to the school premises.
10. No fighting under any circumstance is allowed.
11. Drunkenness, smoking and stealing are prohibited in the premises or outside the school premises in school uniform. The school reserves the right to choose prefects.
12. Learner causing damage to any property owned, possessed or occupied by the school shall repair such damage.
13. Extra activities are compulsory except proven medically unfit.
14. School work (homework, class work, notes, projects, assignments) must be regularly up to date and standard in all learning areas.
15. Learners can be questioned or searched by any member of staff or official at the school anytime if necessary.
16. Learners found in possession of abusive substance will face expulsion.
17. Absenteeism for more than 3 days without valid reason will lead to suspension.
18. School fees is payable from January to November irrespective of the date of admission.
19. School fees must be paid in full whether there is withdrawal, abandonment, of studies and/ or expulsion from school.
20. If a female student fall pregnant, she will be expelled from school. If the father happens to be a student in the school, he will be expelled.
21. Any learner involved in a fight with a teacher will be automatically expelled.
22. No dating is allowed at school.

I _____ declare that I have read and understood the rules and regulations of the school and I accept them.

Learner's signature

Parent's signature

Principal's signature

Date: _____

Date: _____

Date: _____

SCHOOL FEES STRUCTURE FOR 2025 [PRIMARY SCHOOL]

Grade	Admin fee Non refundable	Once off Registration None- Refundable	Annual deposit None- Refundable	Option 1 11 installment None- refundable	Option 2 Termly None- refundable	Option 3 None- refundable
Grade 1 – 3	R300	R700	R2 000 spread over 6 months	R1 650	Term 1-3 R4950 <u>Term 4</u> R3 300	R20150 Cash Discount R300
Grade 4 – 6	R300	R700	R2 000 spread over 6 months	R 1750	Term 1-3 R5250 <u>Term 4</u> R3 500	R21250 Cash Discount R300
After Care		R700		R 800		

NB:

- Annual deposit and registration are non-refundable.
- Monthly payments should reach the school before the 7th of every month.
- Quarterly payments should reach the school before the 7th of every first month of the quarter.
- Annual payments should be done before the 15th of January.

BANKING DETAILS

Account number : 63026280593

Bank name : FNB

Reference : Child's name

Internet banking, cell phone banking and debit orders are accepted we also have speed point available at Foundation College kids, **strictly no cash allowed at school.**

REQUIREMENTS.

1. Student's birth certificate.
2. Pre-School: Copy of clinic card.
3. Primary: Report, Transfer letter if she/ he transferred from other school.
4. I.D. Copies of both parents/ person responsible for the account of the student.

We welcome you to Foundation College Kids, A school meant to build a firm foundation for your child.

NB: The school organizes transport for learners around Mataffin and Nelspruit at a fee separate from school fees.

Stationery and sanitary requirements for 2025 grade 1-3

Grade 1

1. 4x 72 pages maths book
2. 40 HB (Staedtler) red and black striped pencils
3. 6 x 50 pages pocket files
4. 5 x big pritt (per year)
5. A pair of scissors and a chair bag
6. 2 x rim typek paper
7. 20 rolls toilet paper(twin saver)
8. 3 pencil sharpeners
9. 12 x72pages writing books
10. Abacus
11. 4x rubbers
12. 1 packet thick wax crayons(staedler)
13. 1 packet thick pencil crayons
14. Ruler
15. Different colours of permanent makers(4)

Grade 2

1. 4 x72 pages maths exercise
2. 40XHB(strictly staedtler)black and red striped pencils
3. 6x 50 pages pocket file
4. 5 x big pritt and thick pencil crayons(steadtler)
5. 3x pencil sharpeners and ruler
6. 12x72 pages writing book
7. A pair of scissors and a chair bag
8. 2x rim typek paper
9. 4 x rubbers
10. 20 rolls toilet paper(TWIN SAVER)
11. Abacus
12. 1 x pack thick crayons
13. BOSTIK
14. Different colours of permanent makers(4)
15. Monoma cryons

Grade 3

1. Page board book with assorted colours
2. 40x HB (strictly staedtler)strictly black and red pencils
3. 6 x 50 pages pocket files
4. 5 x big pritt
5. 12x 72 pages writing book
6. A pair of scissors and chair bag
7. 3 x rim typek paper
8. Small primary English dictionary grade 3-7
9. Grade 3 ball point pen for 3rd term
10. Afrikaans dictionary
11. 4 x 72 pages maths exercise book
12. 20 rolls toilet paper (TWIN SAVER)
13. 1x pack thick crayons (staedtler)
14. 2x sharpeners
15. 4x rubbers
16. 3X Small lines writing books
17. Different colours of permanent makers(5)
18. Monoma cryons

NB: pack all small items in a 2lit labelled ice

cream lunch box. FOR GRADE 1; 2 ; 3

Stationery and sanitary requirements 2025

Grade 4-6

GRADE 4-6

1. 1x3 quire mathematics book
2. 5x 2 quire writing exercise book
3. 6x30 pages pocket files
4. 2x big pritt
5. Sharpener and a ruler
6. 7x writing exercise book
7. A pair of scissors
8. 2x rim typek paper
- 9.20 rolls toilet paper(twin saver)
10. 4 x HB pencils
11. Primary school English dictionary
12. Afrikaans and English dictionary
- 13.Thick pencils crayons
14. 6 x examination pads
15. 1 x 72 maths exercise book
16. 1 x oxford primary atlas for S.A
17. Blue pens
18. Mathematical instruments (grade 6)

CODING AND ROBOTICS

A once off fee per year of R2200 that goes to softwares , workbooks and kits all learners. This can change due to fluctuations of prices.

School uniform grade 1-6

Girls	Boys
1. tunic	1. Grey trousers
2. White Shirt with school logo	2. White shirt with school logo
3. Black shoes	3. Black shoes
4. school socks	4. Grey socks
5. school jersey	5. tie with school logo
6. Pull over	6. Foundation sports club tracksuit
7. tie with school logo	7. Foundation sports club T-shirt
8. Foundation sports club Tracksuit	8. White sports tekkies
9. White sports tekkies	9. Foundation College kids short
10. blazer with school logo	10. School jersey
11. Foundation college skort	11. Pull over
12. Foundation sports club t shirt	12. blazer with school logo

**NB: Order all your uniforms from Rieba Clothing opposite lowveld high school in Nelspruit
To order call 076 625 3113/ 082 520 2186**

All children attend school in uniform.