



St Teresa's School

- Founded by the Sisters of Mercy in 1930 -

CONTRACT OF ENROLMENT TO ST TERESA'S SCHOOL

1. I/We undertake to pay the School's stipulated fees, including related charges that are compulsory in accordance with the annual signed payment option document. Any late payment of any amounts due to the School will attract a late payment charge for the overdue amount/s outstanding. For security reasons, no cash will be accepted at the School. Please deposit directly into our bank account using the correct reference when making the payment.
2. If any amount payable to the School is overdue, the School shall be entitled to instruct its attorneys to attend to the collection of such overdue amounts, including interest and costs. If overdue amounts are not paid after demand by the School, the School reserves the right to cancel the contract. In the event of the School instructing its attorneys to make demand or institute legal proceedings against any parent/guardian, I/we shall be liable for the attorneys' legal charges on the attorney and client scale, including collection commission, all disbursements incurred and tracing fees, irrespective of whether legal action is instituted or not for due compliance.
3. I/We acknowledge that the School reviews its fees and ancillary charges annually in the second half of each year and sends notifications out for the subsequent year's charges in term 3 of the preceding year once it has determined the increases applicable for the fees and ancillary charges for the subsequent year. I/We hereby bind myself/ourselves to pay such School-determined fees and related charges as and when they fall due for payment.
4. I/We understand and accept the School's fee structures and my/our accountability for paying the fees and related charges and ancillary amounts as they fall due for payment and the methods of payment.
5. One full term's notice in writing is required should your daughter/s leave the School, which must be given no later than the end of the first week of the term in which the child/ren will be leaving the school. A term's fees in lieu of notice will be charged and agreed as the School's pre-estimated damages if the requisite one full term's written notice is not given to the School.
6. I/We accept that if this application is successful, it will be in terms of the general conditions governing the School's admissions and the School's code of conduct and rules (a copy of which is available in the School office at any time). I/We acknowledge and bind myself/ourselves and our daughter, to all the School policies that are presently applicable or which may in the future be introduced or implemented by the School from time to time. I/We further accept that all policies are subject to change from time to time, at the School's sole discretion, and will remain binding on you and your child despite any such amendments

_____ Initial Parent/Fee Payer 1

_____ Initial Parent/Fee Payer 2

Rosebuds Pre-Primary

18 St Albans Avenue, Craighall Park
juniorprimary@stteresas.co.za

Junior Primary

30 Rutland Avenue, Craighall Park
juniorprimary@stteresas.co.za

Senior Primary

14 Keyes Avenue, Rosebank
seniorprimary@stteresas.co.za

High School

18 Keyes Avenue, Rosebank
highschool@stteresas.co.za

7. I/We accept and will support all School policies, including those relating to compulsory student attendance and extramural activities. We will not ask for permission to extend vacations or make doctors, dentists, or driving license appointments for my/our daughter during normal School hours and the School term.
8. I/We hereby give permission for my/our daughter to participate in the sporting, cultural and religious activities of the School. I/We acknowledge that I/we shall have no claim against the School for injuries or lost articles of clothing and goods or equipment that may be lost or damaged, howsoever arising, and hereby indemnify the School against any claims the School may receive.
9. I/We agree and grant our consent to the School to check and confirm any information on this application form. I/We also hereby grant to the School permission and consent to check my/our creditworthiness with my/our bankers or with any institution that does credit verification and to check with the last School the student attended and to refuse my/our application of my/our daughter's enrolment arising out of information that it may receive.

Present School

School Contact Number

10. I/We consent to the School collecting, storing and sharing credit information about me/our adherence to payment of amounts due to the School by me/us with any other educational institution or other relevant organisation that may call for such information.
11. Having regard for the best interest of the student and the School and to the duties of the School relating to the education of the student and to her support and care, including while at School or under the supervision of the School, I/we consent to the School capturing, processing and submitting the personal information of the student, including the collection from and disclosure to third parties. The School will process the information for the purpose of educating the student and for providing for her support and care while at School or under the supervision of the School. The School undertakes that such information will be processed in accordance with the provisions of the Protection of Personal Information Act and any legislation that may be applicable. Processing of personal information will include but is not limited to collecting and storing the names and contact details of myself/ourselves and the student, information concerning the student's health and supplying information and references concerning the student to other educational institutions or complying with requirements in law as the School may be obliged to give effect to.
12. I/We accept that in the event of this application being successful, the terms and conditions contained herein shall apply as stated herein and shall further be subject to the general conditions governing admissions at the School and the School's code of conduct applicable to students, parents and guardians applicable at the time of acceptance.

_____ Initial Parent/Fee Payer 1

_____ Initial Parent/Fee Payer 1

These conditions shall be signed by both parents (unless one parent is the sole guardian of the learner for which this enrolment application is being submitted).

Name Parent / Fee Payer 1

Name Parent / Fee Payer 2

Signature Parent / Fee Payer 1

Signature Parent / Fee Payer 2

Date

Date