



APPLICATION FORM FOR ADMISSION

Address: 150 Ixia Ave,
Florauna, Pretoria, Gauteng, 0182

Website: www.mssk.co.za

Tel: 072 316 7007

Please complete the form in **FULL**

Email: doreen@mssk.co.za

Make sure to request your payment reference number

info@mssk.co.za

To be Returned within 3 days to More Se Slim Koppe

Parent Information

Father Information

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:			
Address:			
Work Tel:		Cell phone:	
Home Tel:		Email:	
Marital Status:			

Mother Information

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:			
Address:			
Work Tel:		Cell phone:	
Home Tel:		Email:	
Marital Status:			

Direct Relative Information (In case of Emergency)

Name:		Middel Names:	
Surname:		Date of Birth:	
Address:			
Work Tel:		Cell phone:	
Home Tel:		Email:	
Relationship			

Responsible person for account:	
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Has your child previously attended another daycare/preschool?	
If yes, please provide previous school name.	
Reason for leaving previous school	
Where did you hear about More Se Slim Koppe?	

Father Signature & Date		Mother Signature & Date	
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Medical Information & Child / Children Information

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:		Please Circle	Daycare / Aftercare
Allergies			
Special Needs			
Family Doctor		Contact Number	
Medical Aid		Medical Aid Number	

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:		Please Circle	Daycare / Aftercare
Allergies			
Special Needs			
Family Doctor		Contact Number	
Medical Aid		Medical Aid Number	

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:		Please Circle	Daycare / Aftercare
Allergies			
Special Needs			
Family Doctor		Contact Number	
Medical Aid		Medical Aid Number	

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:		Please Circle	Daycare / Aftercare
Allergies			
Special Needs			
Family Doctor		Contact Number	
Medical Aid		Medical Aid Number	

Have your child / children received the necessary immunisations? Yes No

Did your child / children receive any medical treatment for any condition? Yes No

If yes, please give details _____

Did your child / children suffered from or been treated for any psychological emotional upset? Yes No

If yes, please give details _____

Declaration

We, the undersigned _____ hereby certify that the information given by us on this application is complete and accurate. We agree to the conditions as set out below. We accept that More se Slim Koppe Daycare & Aftercare based on Christian Principles and undertake not to undermine this position. The child's application will be re-considered in the case where relevant, important information, which should be brought to our attention, is withheld during the interview.

Father Signature		Mother Signature	
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Details of the Account Holder

Name:		Middel Names:	
Surname:		Employer	
Work Email:			
Work Tel:		Designation:	

Parental Status

Please **TICK** correct block below

Child living with both parents

Child living with Father

Child living with Mother

Child legal Guardian

Access to child in Emergency

Declaration of Account Holder

I, the undersigned, _____ hereby certify that the information given by me on this application is complete and accurate. We accept joint and several liability to More Se Slim Koppe Daycare & Aftercare for the due and punctual payment of all school fees, enrolment fee (which is nonrefundable) or any other amounts which may become due and payable to More Se Slim Koppe Daycare & Aftercare or in respect of participation in or attendance of any extracurricular activity. I accept the Financial Terms and Conditions of which I have received a copy.

Signature Account Holder		Date	
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DAYCARE INFORMATION

Name of Shcool:	More se Slimkoppe
Name of Owner:	Doreen Maritz
Address:	150 Ixia Ave, Florauna, Pretoria
Contact Num:	072 316 7007

PARENT INFORMATION

Father Information

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:			
Address:			
Work Tel:		Cell phone:	
Home Tel:		Email:	
Marital Status:			

Mother Information

Name:		Middel Names:	
Surname:		Date of Birth:	
ID Number:			
Address:			
Work Tel:		Cell phone:	
Home Tel:		Email:	
Marital Status:			

Direct Relative Information (In case of Emergency)

Name:		Middel Names:	
Surname:		Date of Birth:	
Address:			
Work Tel:		Cell phone:	
Home Tel:		Email:	
Relationship			

Financial Terms & Terms Conditions

1. Fee Structure

- **Daycare Fees:** R2,500 per month, payable upfront before the child attends school for the month.
- **Aftercare Fees:** R1,000 per month.
- **Half Day Fees:** R1,250 per month, payable upfront before the child attends school for the month.

2. Payment Policy

- All fees must be paid no later than the 1st of each month.
- Payments are due in full, without deductions or set-offs, in accordance with the selected payment option (monthly, quarterly, or annually) chosen at enrollment.
- Payment is not contingent upon receiving a statement; it must be made based on the agreed fee structure.

3. Payment Methods

- EFT only will be accepted for payment; no cash or cheque payments will be processed.
- All proof of payments must be sent to accounts@mssk.co.za.
- School Account – Capitec Business Account 1052435815

4. Registration Fee

- A non-refundable registration fee of R400 is due with the submission of the admission form.

5. Cancellation Policy

- One calendar month written notice is required for the termination of enrollment, regardless of attendance during that period.
- No refunds will be issued for cancellations.
- For children who have not yet started, 30 calendar days' notice is required; otherwise, fees for the following term will be charged.

6. Non-Payment Policy

- If fees are not paid on time, the school reserves the right to deny access until outstanding fees are settled.
- Interest of 15% per annum may be charged on accounts in arrears for 30 days or more.

7. Financial Assistance

- No discounts will be granted unless the parent/guardian can demonstrate exceptional financial hardship.
- To apply for assistance, the following documents must be submitted:

- 3 months of payslips
- 3 months of bank statements

- Requests will be reviewed, and decisions are made at the school's discretion.

8. Breach of Contract

- In the event of a breach of contract, the school may:
 - Deny the child entry to the premises until the breach is remedied.
 - Pursue legal action to recover outstanding fees and damages.
 - The parent/guardian will be liable for all associated legal costs, including attorney fees, collection costs, and interest.

9. Required Documents for Admission The following documents are required with the admission form:

- A certified copy of the parent/guardian's ID (green bar-coded books are not accepted).
- 3 months of payslips for both parents/guardians (if applicable).
- 3 months of bank statements for both parents/guardians (if applicable).

10. Meals

- The school provides morning and afternoon meals. In cases where a child requires a special diet, parents must send this diet to the school for the child.
- If your child is allergic to anything, it must be communicated to the school and added to the admission form.

11. Diseases

- Any child with a contagious disease will not be accepted by the school. A doctor's letter must be provided to confirm that the disease is not contagious.
- If your child requires medication, it must be sent to school, and the principal must be notified of the medications.
- By signing this document, you agree that the principal may apply first aid if needed and act on your behalf if your child requires hospitalization in emergencies.

12. Visits

- Visits during school hours are only permitted if arranged with the principal in advance. Unannounced visits are discouraged as they may disrupt the children.

13. Website and Facebook Page

- The school may occasionally post pictures or videos of children on its Facebook page or

website to showcase activities or events. By enrolling your child, you consent to this.

14. Closing of Gates

- All parents must ensure that all gates are closed when leaving the premises.

15. School Operating Hours and Collection Fees

- **Operating Hours:**
 - Full Day: Monday to Friday, 06:00 to 18:00.
 - Half Day: Monday to Friday, 06:00 to 13:00.
- **Late Collection Fee:** An additional fee of R100 will be charged for every 30 minutes after the scheduled pick-up time.
- **Early Drop-off Fee:** An additional fee of R100 will be charged for every 30 minutes before the scheduled drop-off time.
- **Exceptions:** The above fees will not apply if prior arrangements have been made with the owner.

16. General Terms

- This agreement constitutes the entire understanding between the parties regarding the subject matter.
- Any amendments or cancellations must be documented in writing and signed by both parties.
- This agreement is governed by South African law.

17. Legal Jurisdiction & Credit Information

- The responsible person consents to the disclosure of personal financial information to credit bureaus or financial institutions as required by the Credit Act.
- In the case of legal action, the responsible person will bear all associated legal fees.

18. Contract Duration

- Fees are charged on a monthly basis, and parents/guardians are responsible for ensuring timely payments to maintain their child's enrollment.

By enrolling your child/children, parents/guardians acknowledge and agree to these terms and conditions.

Father Signature		Mother Signature	
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