

ENROLMENT FORM & CONTRACT

Please print clearly

Date of enrolment:	
PERSONAL INFORMATION	
Full name of child:	
Name child is to be called:	
Gender:	
Nationality:	
Date of Birth:	
Religion:	
Home phone number:	
Home Address:	
Postal Address:	
PERSON RESPONSIBLE FOR BRINGING CHILD	
PERSON RESPONSIBLE FOR FETCHING CHILD	

Please contact us immediately if you deviate from the above. Unauthorised persons will not be allowed to remove a child from Junior Vyf Talenter's care.

PERSONAL INFORMATION CONTINUED	
FATHER'S DETAILS	
Full Name:	
I.D. Number:	
Occupation:	
Company Name and Address:	
Father 's E-Mail Address:	
Work Phone Number:	
Cell Number:	
Marital Status:	
Home Address:	
Postal Address:	
Home Phone Number:	
MOTHER'S DETAILS	
Full Names:	
I.D. Number:	
Occupation:	
Company Name and Address:	
Mother's E-Mail Address:	
Work Phone Number:	
Cell Number:	
Marital Status:	
Home Address:	
Postal Address:	
Home Phone Number:	

MEDICAL INFORMATION
Doctor's Name:
Doctor's Telephone Number:
Medical Aid Name:
Medical Aid Number:
Special Instructions:
MEDICAL HISTORY
Allergies:
Treatment:
IMMUNIZATION:
Please provide vaccination dates for the following: BCG Vaccination (Tuberculosis) Polio: 1. 2. 3. Polio Booster: DWT (Diphtheria, Whooping Cough, Tetanus) 1. 2. 3. DWT Booster: Measles: MMR (Measles, Mumps & Rubella): Rotavirus: Pneumococcal Conjugated Vaccine (pneumonia): Please enclose copy of immunization card

HAS YOUR CHILD HAD ANY OF THE FOLLOWING:

Measles:

German Measles:

Chicken-Pox:

Scarlet Fever:

Mumps:

Hepatitis (Yellow Jaundice):

Polio:

FAMILY HISTORY

Any Medical conditions in other members of the family e.g., Deafness, Allergies, etc:

Further care instructions:

If any of the above details change, please advise us immediately as it is very important that we have the correct information on file!

Items that the child must bring with to the creche:

- * Extra clothing – Pants, shirts, underwear
- * Mommy snack – If they are full day children
- * Tissues
- * Wipes
- * Water bottle – Optional
- * Juice/tea
- * Comfort blanket/toy

Junior Vyf Talenters

12 Kiepersol Road, Edleen, Kempton Park

Contact details of owner: Marteli Beukes

Hours

MONDAY TO FRIDAY: 06h00 – 17h45

SATURDAY AND SUNDAY: Closed

Meals

BREAKFAST

MID-MORNING SNACK

LUNCH

MID-AFTERNOON SNACK

Banking details

Bank: Capitec Bank

Branch: Universal

Account no.: 1859122378

Branch code: 470010

Reference: Child's name

CONDITIONS OF ENROLMENT

1. In these conditions of enrolment and except where the context indicates contrary intention:

1.1. "Junior Vyf Talenters" means the unit serving the interest of children.

1.2. "Child" means the toddler enrolled at Junior Vyf Talenters as appears on the registration form.

1.3. "Parent" means the legal guardian of the child.

1.4. "Registration Form" means the registration form for Junior Vyf Talenters completed by the parent for enrolment of the child at Junior Vyf Talenters.

2. Junior Vyf Talenters undertakes to care for the child during the hours set out on the registration form.

3. In consideration for Junior Vyf Talenters undertaking contained herein, the parent agrees to pay the fees set out by Junior Vyf Talenters. Except where Junior Vyf Talenters agrees to a different arrangement, the fees are payable monthly, in advance and by the 1st day of each month.

4. Junior Vyf Talenters may increase the fees reflected on the registration form yearly, provided that it shall give notice of such an increase in the fees to the parent no later than 3 calendar months before the commencement of the period in question.

5. Junior Vyf Talenters shall have the right at its sole discretion and without notice, to terminate this agreement and to request the child to leave Junior Vyf Talenters immediately, if in the sole opinion of the Caretaker of Junior Vyf Talenters this becomes necessary. If Junior Vyf Talenters exercises this right, it shall within 7 days refund to the parent any fees paid in respect of an expired portion of any month.

RULES AND REGULATIONS

1. SICK CHILDREN

1.1. The school has the right to decide whether a child may or may not attend for health reasons. According to health regulations, a sick child cannot remain at the centre and has to be isolated at home.

1.2. The centre must immediately be notified of any infectious diseases.

1.3. Please do not send your child to school if he/she has a temperature, bad cough, is vomiting or has any eye infections, diarrhoea, head lice, etc.

2. MEDICINES

2.1. All medicine must be handed to the teacher by the parent, with comprehensive instructions as to how and when it is to be administered. No medicine will be administered if it is left in the bag.

2.2. The medicine must be clearly marked with the child's name and dosage.

2.3. **NEVER LEAVE MEDICINE IN YOUR CHILD'S BAG.** It is your responsibility, as parent, to take medicine out of your child's bag, it is very dangerous to have medicine where children can get to it.

2.4. If your child is absent, please notify the school before 08h00, for catering arrangements.

N.B. YOU MUST PROVIDE A MEDICAL CERTIFICATE WHEN YOUR CHILD RETURNS TO SCHOOL AFTER AN INFECTIOUS ILLNESS. JUNIOR VYF TALENTERS RESERVES THE RIGHT TO OBTAIN MEDICAL ASSISTANCE FROM ANY MEDICAL DOCTOR AVAILABLE IN EMERGENCIES, AND THE RESULTING COSTS WILL BE THE RESPONSIBILITY OF THE LEGAL GUARDIAN OF THE CHILD. WE WILL HOWEVER ATTEMPT TO CONTACT THE FAMILY DOCTOR PRIOR TO THE ABOVE.

3. CLOTHING

3.1. All garments (including underclothes, socks and shoes) must be clearly marked. We will not be responsible for any lost items. A change of clothes should be provided in the child's suitcase daily.

3.2. Each child must bring a sun hat.

3.3. Every child must bring a suitcase or a bag to school daily.

3.4. Each child must have a bottle of sun block at all times you will be advised when it needs replacing.

4. TOYS

4.1. As toys are provided by the school, the children are not encouraged to bring their own from home. **WE WILL NOT BE HELD RESPONSIBLE FOR ANY LOSS OR DAMAGE WHATSOEVER.**

5. LIFT CLUBS

5.1. The staff must be advised as to who will be fetching your child from the centre every day. On no account will children be allowed to go home with anyone other than the specified person.

6. HOURS OF THE CENTRE

6.1. MONDAY TO FRIDAY

Opening Time: **6h00**

Closing Time: **17h45**

6.2. SATURDAY TO SUNDAY: **Closed**

6.3. Vacation provisions:

7. FEES

7.1 A non-refundable registration fee of R 350 is to be paid on enrolment; this deposit will secure your booking.

7.2 Fees are payable in advance before the 1st day of each month for the month. Fees are calculated over a 12-month period and paid over 11 months irrespective of holidays, sickness and December holidays.

The fees will cost R1850 per month.

7.3 Children will not be accepted if fees are not paid by the 5th of the Month.

7.4 A notice of 1 calendar month from the 1st of the month to the last day, is required in writing when a child is taken out of the school. Failing this, a full month's fees are payable in lieu of notice.

8. DROP-OFF AND PICK-UP PROVISIONS

8.1 The premises are open during the aforementioned time.

8.2 Drop-off and pick-up of children will be 15 min before opening and 15 min after closing time.

9. COMMUNICATION BETWEEN PARENT & PROVIDER

9.1 The Parent herein acknowledges and agrees to notify Junior Vyf Talenters of any changes in employment and ability to pay, any absences as soon as the parent becomes aware that the child shall be unable to attend on a particular day, or any other event which may have an impact on the terms and conditions contained within this Agreement. In addition, the Parent

shall notify Junior Vyf Talenters of any changes in their child's health and or illness immediately upon discovery.

9.2 Junior Vyf Talenters herein acknowledges and agrees to provide 7 days' notice to Parents of any changes to policy and procedures, any potential or schedule rate increase, any child behavior issues or discipline, anticipated Vacation and Personal days and any other changes that could affect the Day Care services provided.

10. ENTIRE AGREEMENT

10.1 This Agreement, together with those documents specifically incorporated herein by reference, contains the entire agreement and understanding between the parties as to the subject matter hereof.

11. WAIVER

11.1 There is no right under this Agreement that shall be waived merely by delaying or failing to exercise or execute it. The consent to one act shall not be consent to any other or subsequent acts. Any waiver of a default under this agreement must be in writing and shall not be a waiver of any other default concerning the same or any other provisions of this agreement.

12. SEVERABILITY

12.1 Any illegal or unenforceable provision of this Agreement may be severed, and the remaining provisions of this Agreement will continue in force.

13. GOVERNING LAW

13.1 This agreement will be governed in all respects by and will be construed and interpreted in accordance with the laws of the Republic of South Africa.

SIGNED AT _____ **ON THIS DAY** _____ **OF** _____
20_____

MOTHER /GUARDIAN _____

FATHER/GUARDIAN _____

WITNESS 1 _____

EMERGENCY CONTACT

It is the policy of Junior Vyf Talenters to notify a parent when their child is ill or needs medical attention. Occasionally we are unable to reach the Parents and thus we need to contact an emergency contact person to get immediate help for the child, or to call for an ambulance if an emergency contact cannot be reached.

Please provide at least two emergency contacts, other than the parents:

EMERGENCY CONTACT #1

Name:

Relationship:

Work Phone:

Primary Phone:

Cell Phone:

EMERGENCY CONTACT #2

Name:

Relationship:

Work Phone:

Primary Phone:

Cell Phone:

EMERGENCY CONTACT #3

Name:

Relationship:

Work Phone:

Primary Phone:

Cell Phone:

DOCUMENTATION REQUIRED

Please supply CERTIFIED COPIES OF ALL DOCUMENTATION (NO ORIGINALS)

- ☐ Child's birth certificate
- ☐ Fathers ID
- ☐ Mothers ID
- ☐ Proof of residential address
- ☐ Proof of work address of both parents
- ☐ Proof of residence

Parents / Guardians of other nationalities must submit the following additional documents

- ☐ Original temporary or permanent residence permit from the South African Department of Home Affairs.

**PLEASE NOTE: NO APPLICATION WILL BE PROCESSED
UNLESS ALL DOCUMENTATION IS ATTACHED**

CONSENT AND INDEMNITY

I/we, the undersigned (insert full names of parent/s/guardian) _____

of (insert full address) _____

_____ do hereby:

1. Agree to accept and abide by all the terms and conditions governing Junior Vyf Talenters with which I/we declare ourselves to be fully acquainted;
2. Give consent for my/our child to make use of the bus/car transportation of Junior Vyf Talenters or any such transport as Junior Vyf Talenters may decide upon.
3. Give consent to the person in charge of Junior Vyf Talenters, or, in her absence, any other responsible person connected with Junior Vyf Talenters at any given time, to take whatever steps the person feels necessary, in the event of injury or illness of the child and thereby pledge my credit.
4. Give consent to the person in charge of Junior Vyf Talenters, or, in her absence, any other responsible person connected with Junior Vyf Talenters at any given time, to give the required permission and sign the necessary written consent for the child to be subjected to surgery or other medical treatment, if all attempts to locate either parent or guardian fail, provided that this will be executed on the advice, and under the supervision of the family medical doctor, or if he/she is not available under the supervision and advise of a medical doctor selected by Junior Vyf Talenters.
5. Agree that while the person in charge of Junior Vyf Talenters will care for the child to the best of their ability, and while all possible precautions for the safety and welfare of the child will be taken, neither they nor any persons connected to Junior Vyf Talenters, will accept any liability for any claims arising from any accident or injury happening to me/us or the child while he/she is in the care of the supervisor, and to waive and abandon any claims, which may at any time arise as aforesaid, both in my/our personal capacity, and in my/our capacity as parent or as legal guardian of the child, and I/we expressly indemnify the supervisor or such person against any such claim which may arise or be instituted;
6. To ensure that the child has been properly immunised against whooping cough, diphtheria, tetanus, and polio, and vaccinated against tuberculosis according to the Department of Health's immunisation schedule and will furnish proof of this on request;
7. Confirm and hereby indemnify Junior Vyf Talenters and all its employees and representatives, and hold them free and harmless in respect of any damages and/or prejudice

that I/we or the child or children (as the case may be) may suffer as a result of the death, illness or injury to my/our child/children, whilst under the control / care of Junior Vyf Talenters, or where Junior Vyf Talenters is liable or responsible for such child/children.;

8. Agree and confirm that any consent given herein, shall be deemed to be irrevocable unless and until withdrawn by me/us in writing, and delivered by hand to the proprietor of Junior Vyf Talenters personally, and signed for. Furthermore, the terms contained in the whole of this document shall not be capable of being amended or cancelled by mutual consent, unless reduced to writing and signed by myself/ourselves and the proprietor of Junior Vyf Talenters.

9. Acknowledge that I have read and understand Junior Vyf Talenters Fee Structure and that I am responsible for settling school fees.

I hereby confirm that I have read and understand the rules and regulations attached and that I will adhere to them as stated.

SIGNED AT _____ **ON THIS DAY** _____ **OF** _____
20_____

MOTHER /GUARDIAN _____

FATHER/GUARDIAN _____

WITNESS 1 _____