



Registration Form 2022

1st Child's Name - School Attended -

2nd Child's Name - School Attended -

Surname -

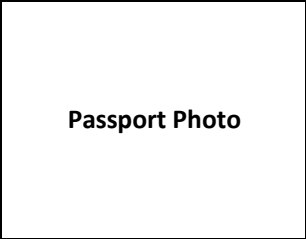
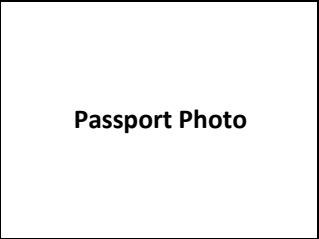
Telephone Home -

Cell -

- Services Required**
- Aftercare & Homework Centre
 - Transport (1 trip)
 - Transport (2 trips)

Please note that this is a one year contract and this requires re-registration every year.

Physical address	
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1. Personal Information

Child's details

Surname:
School:
Date of Birth 1: Date of Birth 2:
Gender 1: Gender 2: Home Language:
Other Languages:

Parents / Guardians details

	Father / Guardian	Mother / Guardian
Surname		
Name		
ID Number		
Marital Status		
Occupation		
Vehicle Registration No		
Employer		
Residential address		
Postal address		
Telephone	Home	
	Work	
	Cell	
	Cell	
E-Mail Address 1		
E-Mail Address 2		

2. Physical Condition / Medical History

Contact Person in case of emergency

1. Name & surname
Relationship to Child
Telephone
Home
Cell

Physical address:

2. Name & surname
Relationship to Child
Telephone
Home
Cell

Physical address:

Medical Aid Card Copy on file	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Allergies:	<hr/> <hr/> <hr/> <hr/>	
Chronic Illness:	<hr/> <hr/> <hr/> <hr/>	
Chronic medication:	<hr/> <hr/> <hr/> <hr/>	

Note: In the interest of protecting the rights of our learners, the information on this page is confidential.

3. Riverbank Aftercare & Homework Centre Rules & Information

General Information

Right of admission is reserved.

Westrand Joyland Nursery School was established in 1995 and Riverbank Primary School was established in 2009 as a ministries of and under the auspices of the West Rand Lutheran Community Church (WRLCC). The WRLCC is one of the oldest churches in the Wilro Park area. We have been richly blessed by our community and we only find it right to also give back to those, who have blessed us.

Children and Youth are very much at the heart of our ministry.

We believe that all children are a gift from God. We will at all times do our utmost at Joyland to treat your wonderful gifts from God in the best way we can and to the glory and honour of God.

It is our aim to at all times offer the best education to your child, with individual care and a child-friendly environment all at an affordable price.

Westrand Joyland is at the heart of the WRLCC. Regular donations from members allow us to offer reduced rates for a certain percentage of children coming from less fortunate homes.

Both schools operate on a non-profit making basis. All profits are returned in terms of upgrading buildings, improvement of educational resources, etc. In other words, your fees are used to cover the immediate running costs of Aftercare. Aftercare is not funded by the church or any other organisation and depends solely on the monthly school fees of the learners.

Transport Services/Aftercare Facility will be unavailable/closed at certain times and this will be communicated directly to you via WhatsApp. During the first week of the Winter Holidays as well as public holidays and a certain period in the December holidays, Aftercare will be closed.

Code of Conduct

The Code of Conduct has been written so that all learners, parents, teachers and all associated with Riverbank Aftercare & Homework Centre are aware of what is acceptable AND unacceptable behaviour.

The Code of Conduct strives to:

- Hold all parties accountable to the ways of our Lord Jesus Christ. (Philippians 2:5-11)
- Develop positive characteristics within the learner.
- Encourage the learner to behave responsibly at all times.
- Be considerate and respectful to others.
- Help develop good manners and courteous behaviour.

Attitude:

The accepted attitude of EVERYONE associated with Joyland should be:

- To imitate the attitude of Christ in all matters and in all circumstances.
- To respect the teachers, assistants and fellow learners.

Cell phones, iPods and other valuables:

- Riverbank Aftercare & Homework Centre accepts no liability for Cell phones, iPods, Tablets and/or any other electronic and/or valuables that may be lost or damaged.

General rules:

- The chewing of gum in the Homework Centre is prohibited.
- Under no circumstances will undesirable literature be tolerated on the premises.
- Offensive language may never be used.
- No eating or drinking is allowed on the Busses, or in the Homework Centre
- Learners should regularly attend Incredible Kids (club for children on Fridays from 15:00 – 18:00)
- Racial or sexist comments, insults, harassment, bullying or victimisation will not be tolerated.
- Littering of any nature will not be tolerated.
- It is the parent/guardian's responsibility to inform us by phone or written notification if someone else will be collecting your child.
- Noisy and disruptive behaviour (or disturbing the activities of others) will not be tolerated.
- Always say "please" and "thank you" and be courteous.
- No learner with contagious disease(s) may make use of our Services.

Respect for property:

- Vandalism will not be tolerated.
- No graffiti is allowed
- Unhygienic personal habits and improper use of West Rand Lutheran Church and/or Joyland facilities and ablutions are prohibited.

- Unauthorised removal of other people's property will not be tolerated.

In the spirit of the above-mentioned rules we/I as parents/parent, guardians/guardian will strive to:

Love God: by keeping His commands.

Love myself: by striving to realise my talents and having pride in my thoughts, actions and dress.

Love others: by being polite, considerate and helpful at all times.

Love my environment: by consciously caring for and protecting my natural surroundings.

Accept responsibility: by completing whatever tasks have been set for me and recognising that with every responsibility comes accountability.

Signature of the parents/guardians:

4. Documents required for enrolment - Checklist

- ID Photo (attached to the front of the enrolment form)
- Copy of medical Aid card (attached to medical info page)
- Copy of Guardian/Mother's ID Book/Passport
- Copy of Guardian/Father's ID Book/Passport
- Copy of child's Birth Certificate
- Copy of Clinic card and/or Immunization record
- Copy of medical reports - where applicable

5. General Indemnity

Although all possible precautions have been taken to prevent accidents, Riverbank Aftercare & Homework Centre and the West Rand Community Church, the facilitators, all employees of the aforesaid ministries, guests and/or any other person associated with the schools and/or facilities/teachers shall not be liable for any claims as a result of an accident occurring in the premises or outside such premises or during outings/visits by or on behalf of/on the schools or mentioned persons. The indemnity shall also be effective in favour of any third party who should suffer damage as a result of injury, damage or death.

Full name and surname of child:

Name of parent/guardian

Signature of parent/guardian

Date:

Witness signatures: (1)

(2)

6. Taxi Indemnity

Although we have taken and will take all the necessary precautions on our side to protect and ensure the safety of your child while travelling, we have to ask you to sign this indemnity to safeguard our drivers, teachers and employees.

Disclaimer and indemnity for the purpose of transporting children

The West Rand Community Church and Riverbank Aftercare & Homework Centre and its employees, members, officers, servants, co-workers, irrespective whether remunerated or voluntary, committees, representatives or delegates: accept no liability for any death, injury, loss or damage caused to or suffered by any person or thing, including consequential damages, howsoever caused or arising and whether through neglect or wilful act of any person, on church, congregational property, whilst travelling or wheresoever's, or arising from any activity or event whatsoever or wheresoever's.

An irrevocable indemnity is hereby given to and in favour of the aforesaid, for any claim, of whatever form or nature, howsoever or wheresoever's arising, which indemnity is given for myself, my dependants, heirs and successors in title.

Full name and surname of child:

Name of parent/guardian

Signature of parent/guardian

Date:

Witness signatures: (1)

(2)

7. Finances and Accounts

Please note the procedure the school implements in the collection of monthly school fees and the procedure if fees are outstanding:

The procedure is as follows:

1st working day of the month	Statements are e-mailed or put into the communication book if no e-mail address is available.
1st of the month	- All fees need to be paid by the 1st day of the month
7th of the month	- We do give grace until the 7th of the month.
8th of the month	A 10% penalty is added to all outstanding fees. 2nd e-mail is sent out or placed in the communication book and an arrears SMS is sent out
10th of the month	Parents are informed of suspension by sms if fees are still outstanding
11th of the month	All services are suspended with immediate effect and the learner may not come to Aftercare until payment full payment has been received.

Statements are e-mailed to parents monthly. However, if we do not have your e-mail address on record, the statement is put in your child's communication book.

Registration fee: Note the registration fee is non-refundable, non-transferable and not set-off against school fees.

ONE CALENDAR MONTHS NOTICE IS REQUIRED on or before the 1st of the month for termination of enrolment. Such notice must be in writing and handed in, or e-mailed to the Accounts Department. One full calendar month fees will be charged in lieu of notice. This applies to the termination of the contract ANY TIME during the year.

Should you need to terminate tuition in the month of September, or later, for whatever reason, you will still be liable for the Joyland Aftercare fees for the year, including December.

Fees are payable over 12 months payment period, January to and including December.

School fees are payable over 12 months.

Should you have paid your fees for the year and terminate tuition the following procedure applies:

A 10% administration fee is charged and will be deducted from the balance before it is refunded.

The balance will be paid into your bank account within 60 days of the termination date.

All outstanding accounts will be handed over for collection.

We have read and acknowledge that the payment of school fees is our responsibility and should we have a problem we are to contact the Christine van der Pijl, Aftercare Manager, directly.

Name of parent/guardian

Signature of parent/guardian

Date:

Witness signatures: (1)

(2)

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8. Contact Details

Riverbank Aftercare & Homework Centre

Christine van der Pijl

Manager: cell: 071 889 1864

e-mail: riverbank@wrlc.co.za

Shana Adam

o-Ordinato e-mail: riverbank@wrlc.co.za

Tel: 079 271 6097

Piet Lepuru

Transport: cell: 072 784 0870

e-mail: piet@wrlc.co.za

West Rand Lutheran Community Church:

Isabeau Weyer

Children Pastor: cell: 082 441 1247

e-mail: isabeau@wrlc.co.za

Tel: (011) 768-6277

Angelika Schult

Secretary: e-mail: office@wrlc.co.za

Tel: (011) 768-6277

cell: 082 795 2260

Banking Details:

Account name: Riverbank and Joyland School

ABSA Bank Cheque account

Account number: 4081259115

Branch code: 632005

Reference: Child's name and surname