



WHERE LEARNING BEGINS

63 CNR JOHN & IRIS STREET, HEATHERDALE

EMAIL : DIAMONDKIDSACADEMYPTA@GMAIL.COM

TEL : 012 527 0026/ 073 737 1533/ 060 699 3095

REGISTRATION FORM 2022

FULL NAME AND SURNAME	
DATE OF BIRTH (DD/MM/YY)	
GENDER	
HOME LANGUAGE	
YEAR OF ADMISSION	
KNOWN ALLERGIES	
MEDICAL AID SCHEME	
MEMBERSHIP NUMBER	
IN CASE OF AN EMERGENCY WHICH PARENT SHOULD BE CONTACTED FIRST	
ALTERNATIVE CONTACT PERSON AND NUMBER IN CASE OF AN EMERGENCY	
NAME & SURNAME OF ALTERNATE PERSON WHO MAY COLLECT FROM SCHOOL	
ID NUMBER OF ALTERNATE PERSON WHO MAY COLLECT FROM SCHOOL	
DOES YOUR CHILD REQUIRE A SPECIAL DIET?	
ARE THERE ANY MEDICAL REQUIREMENTS THAT YOU WOULD LIKE STAFF TO BE AWARE OF?	

A R500.00 NON-REFUNDABLE PLACEMENT FEE TO ACCOMPANY THIS ENROLMENT FORM



DETAILS OF MOTHER	DETAILS OF FATHER
NAME:	NAME:
SURNAME:	SURNAME:
ID NUMBER:	ID NUMBER:
PHYSICAL ADDRESS:	PHYSICAL ADDRESS:
POSTAL ADDRESS:	POSTAL ADDRESS:
HOME TEL: WORK TEL:	HOME TEL: WORK TEL:
CELLPHONE NO:	CELLPHONE NO:
EMAIL ADDRESS:	EMAIL ADDRESS:
OCCUPATION:	OCCUPATION:

MARITAL STATUS: MARRIED ☐ SEPARATED ☐ DIVORCED ☐ WIDOWED ☐ SINGLE ☐

REGULAR COMMUNICATION BETWEEN PARENTS AND SCHOOL IS DONE THROUGH OUR WHATSAPP GROUP.
DIRECT MESSAGES CAN BE SENT TO THE SCHOOL WHATSAPP NUMBER, THE SCHOOL DOES NOT PROVIDE
TEACHER'S PERSONAL NUMBER.

SCHOOL WHATSAPP NUMBER : 067 219 1240

NB! PHONE CALLS SHOULD NOT BE MADE TO THE SCHOOL WHATSAPP NUMBER.

MOTHER WHATSAPP NO:	FATHER WHATSAPP NO:
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UPON REGISTRATION PARENTS ARE REQUIRED TO SUBMIT THE FOLLOWING DOCUMENTS

COPY OF LEARNERS BIRTH CERTIFICATE
COPY OF ID OR PASSPORT OF BOTH PARENTS
COPY OF LEARNERS CLINIC CARD

CONSENT FORM AND INDEMNITY

DIAMOND KIDS, OWNER OR STAFF CANNOT BE HELD RESPONSIBLE FOR ANY INJURY OR LOSS SUSTAINED BY MY CHILD, AS A RESULT OF ACTION BY, MYSELF, MY CHILD, OTHER CHILDREN AND OTHER ADULTS WHILE ON THE PREMISES OR WHEN MY CHILD TAKE PART IN ORGANIZED AND/OR SPONTANEOUS MEDICAL PROCEDURES.

I, _____ (PARENT/GUARDIAN FULL NAMES AND SURNAME) GIVE PARENTAL RESPONSIBILITY TO DIAMOND KIDS ACADEMY FOR THE DURATION OF THE FULL SCHOOL DAY. IN CASE OF AN EMERGENCY, I GIVE DIAMOND KIDS ACADEMY FULL AUTHORITY TO CONTACT PRACTITIONERS, EMERGENCY MEDICAL SERVICES OR TRANSPORT MY CHILD TO A HOSPITAL IN CASE OF EMERGENCY, I FURTHER GIVE DIAMOND KIDS ACADEMY PERMISSION TO GIVE AUTHORITY FOR ANY EMERGENCY MEDICAL PROCEDURES. I WILL ALSO BE LIABLE TO PAY FOR ALL MEDICAL EXPENSES.

FEES PAYMENT

SCHOOL FEES IS NON-REFUNDABLE AND IT IS PAYABLE IN ADVANCE. SCHOOL FEES IS TO BE PAID BY THE 3RD OF EVERY MONTH IRRESPECTIVE ON WHICH DAY THE THIRD FALLS. PAYMENT SHOULD BE MADE AT LEAST 48 HOURS BEFORE THE THIRD OF THE MONTH TO ENSURE THAT IT REFLECTS ON THE DUE DATE IN OUR ACCOUNT.

SCHOOL FEES IS PAYABLE OVER A PERIOD OF 12 MONTHS . A DISCOUNT OF 5% WILL BE GIVEN IF FEES FOR THE YEAR ARE SETTLED BY THE END OF MARCH.

WE DO NOT ACCEPT CASH PAYMENTS THEREFORE, PARENTS CAN EITHER MAKE A STOP ORDER BY THE BANK. DIRECT CASH DEPOSIT INTO OUR BANK ACCOUNT. DEBIT AND CREDIT CARDS ARE ACCEPTED ON THE PREMISES.

NB! WHEN MAKING A CASH DEPOSIT BY THE ATM, AN EXTRA R20.00 SHOULD BE PAID. CASH DEPOSIT DONE BY THE BRANCH AN EXTRA R60.00 SHOULD BE PAID.

WHEN MAKING PAYMENT IT IS IMPORTANT THAT YOU USE YOUR CHILDS NAME AND SURNAME AS REFERENCE.

IF PAYMENT IS NOT RECEIVED ON OR BEFORE THE 3RD OF EACH MONTH

YOUR CHILD WILL BE REFUSED ENTRY INTO THE SCHOOL FOR OUTSTANDING FEES. YOU WILL BE LIABLE TO PAY A PENALTY FEE OF R100.00 THAT WILL BE ADDED TO THE OUTSTANDING SCHOOL FEES. THE PENALTY FEE OF R100.00 WILL INCREASE BY R20.00 EACH DAY THAT THE SCHOOL FEES REMAINS OUTSTANDING. IF THE PENALTY FEE IS NOT PAID ALONG WITH THE SCHOOL FEES. THE SCHOOL MAY DECIDE TO RETURN THE LEARNER BACK HOME.

FEES

BABIES AND LEARNERS POTTY TRAINING MONTHLY FEE R2000.00
GENERAL SCHOOL FEE R1900.00
GRADE R MONTHLY FEE R2000.00



BANKING DETAILS

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BANK: STANDARD BANK

ACCOUNT HOLDER : DIAMOND KIDS ACADEMY

BRANCH NUMBER : 1010 8136 777

BRANCH NAME : WONDERPARK

BRANCH CODE : 01 61 45

TRANSPORTATION

SCHOOL TRANSPORT MONTHLY FEE R700.00 FOR LEARNERS RESIDING IN AKASIA. TRANSPORT FEE IS ADJUSTED FOR LEARNERS NOT RESIDING IN AKASIA BUT SURROUNDING AREAS. TRANSPORT PAYMENT IS ACCORDING TO SCHOOL FEES PAYMENT. PAID IN ADVANCE AND BY THE 3RD OF EACH MONTH. TRANSPORT CAN BE PAID TOGETHER WITH SCHOOL FEES. TRANSPORT PAYMENT SHOULD BE AS CONTRACT AGREEMENT, PAID IN FULL WHETHER LEARNER USES TRANSPORT OR NOT. THIS APPLIES FOR SCHOOL HOLIDAYS ETC.

SIGNATURE : _____

TERMINATION OF CONTRACT

A 2 MONTHS NOTICE SHOULD BE GIVEN UPON REMOVING A LEARNER FROM THE SCHOOL. 2 MONTHS NOTICE SHOULD BE PAID IN FULL WHETHER LEARNER ATTENDS SCHOOL OR NOT. PARENT OR GUARDIAN FAIL TO DO SO, SCHOOL FEES FOR 2 MONTHS WILL HAVE TO BE PAID IN FULL. NOTICE SHOULD BE IN WRITING AND EITHER, EMAILED OR HANDED IN TO THE SCHOOL. NOTICE SHOULD STATE FROM WHICH DATE WILL THE CHILD NO LONGER ATTEND THE SCHOOL, DATE OF WHEN THE NOTICE WAS DRAFTED. SIGNATURE OF BOTH PARENT AND SCHOOL REPRESENTATIVE.

FAILURE TO SERVE NOTICE

FAILURE TO SERVE NOTICE WILL RESULT IN THE SCHOOL TAKING THE MATTER FURTHER BY HANDING IT OVER TO THE SCHOOLS LAWYERS. ALL LEGAL FEES WILL HAVE TO BE SETTLED BY THE PARENT/GUARDIAN.

SIGNATURE OF MOTHER : _____

SIGNATURE OF FATHER : _____

DATE : _____

SIGNATURE OF DIAMOND KIDS ACADEMY REPRESENTATIVE : _____