



The Playshop Early Learning Centre

3 Middle Road, Morningside, Sandton

www.playshop.co.za

Tel No: 011 783 6606 Cell: 082 457 1276

E-mail: info@playshop.co.za / cindy@playshop.co.za



Enrolment Agreement

The following information will ensure that the enrolment procedure is completed successfully:

1. Complete the form.
2. A non-refundable **registration fee of R1650.00** (payable to cover the administrative costs involved in registering a child at the school, which may include an initial contribution to the development and capital costs of the school)
3. Return to the school office together with the following:
 - Copies of **ID documents** of **both** mother and father
 - A copy of the **birth certificate**
 - A copy of the **immunisation card**
 - **Permanent / Temporary Residence / Work Permit** (in the case of immigrants or contract workers)

LEARNER INFORMATION:

Surname: _____

Official Name(s): _____ Preferred Name: _____

Date of birth _____ Sex _____ Religion _____

Commencement date: _____

Learner lives with – Mother Father Both

Allergies _____

Dietary requirements: _____

Any special needs/learning difficulties/disabilities: _____

Apgar score at birth: _____

Medical Aid name: _____ Medical Aid number: _____

Main Member: _____ Scheme: _____

Name of Family Doctor: _____ Contact No: _____

I HAVE SELECTED THE FOLLOWING OPTION FOR 2020

TIMES: 12:15pm 12:45pm 2pm 3pm

(excludes lunch) (includes lunch)

DAYS ATTENDING PER WEEK: 3 days (1-2 class only) 5 days

Payment Plan Monthly Termly Annually

MOTHER'S FULL NAME: _____

I.D number: _____ E-mail: _____

Tel Home: _____ Tel Work: _____ Cell no: _____

Occupation: _____ Name of Business: _____

FATHER'S FULL NAME: _____

I.D number: _____ E-mail: _____

Tel Home: _____ Tel Work: _____ Cell no: _____

Occupation: _____ Name of Business: _____

Person responsible for payment of fees Full Name: _____

Address Residential: _____

Postal: _____

Occupation: _____ ID number: _____

Name & address of business: _____

Tel Home: _____ Tel work: _____ Fax: _____

Cell: _____ Email address: _____

In case of emergencies & parent's are unavailable, contact:

Name: _____ Relationship: _____

Tel Home: _____ Tel work: _____ Cell: _____

Acknowledgement:

I undertake to comply with all the rules & regulations of the School and acknowledge that it is my responsibility to make myself familiar with the policies by reading the The Playshop Early Learning Centres Parent's Handbook. (Handbook will be handed out on acceptance at the school)

I undertake to advise the School in writing of any changes to the details supplied on this agreement.

I acknowledge that I will undertake to supply **one full term or four months written notice upon the withdrawal of my child from the school.** This notice is to be given the term preceding the term of withdrawal.

Failure to do so will result in me being liable for the full terms fees in question, whether or not my child attends school during that term.

Full name: _____ Signature: _____ Date: _____

FOR OFFICE USE ONLY

DATE RECEIVED: ____ / ____ / ____ **COMMENCEMENT DATE :** _____ **AGE GROUP:** _____

REGISTRATION FEE PAID: Date: _____ **EFT / CASH :** Receipt No: _____