

## Terms and Conditions

1. Eagle's Wings Pre-School ("The School") hours are from 7:00am to 12:00pm, Mondays to Fridays only. All children are required to be at school by 8:00am latest. The 4-5 year olds are requested to be at school by 7:45am. Collection is anywhere between 11:50am and 12:10pm, unless Aftercare has been arranged. No child should be on the premises after 5:00pm.
2. The School will be closed during weekends, stipulated school holidays and on Official Public Holidays. Eagle's Wings Pre-School will follow Government school terms with partial holiday care included in the fees. Please see term dates provided.
3. The School reserves the right, for whatever reason, to refuse entry to any child or to request the child's removal from The School.
4. A child who is ill, suffering from any infectious or contagious condition, **MUST** be kept at home. You are requested to acquaint yourself with the relevant Municipal By-Laws with regard to this matter.
5. No medication will be administered at The School.
6. School fees are payable as per the appended Tariff Schedules on the Fees Addendum.
7. One term's notice period of intention to withdraw the child from The School must be provided, in writing.
8. You are required to provide a healthy drink and a wholesome snack/lunch for your child. Please particularly refrain from packing sweets, except on "Treat Wednesday" (which is every Wednesday), when only *one* sweet may be included in the healthy lunch).
9. The School would like to mark your child's special day with a simple birthday celebration of approximately half an hour. If you would like your child to celebrate their birthday by bringing in a cake for their classmates, please inform us at least 2 days ahead of time. Parents, siblings and grandparents are all welcome to attend.
10. For your child's safety, no person other than his/her parents or designated lift scheme partners will be allowed to collect a child without prior agreement or telephonic authorisation from the parents.
11. Please pack 2 changes of clothes for those unforeseen accidents.
12. If your child is still in nappies, please ensure you pack sufficient nappies, wet wipes and barrier cream for your child for each day.
13. **The following is a list of requirements for each child:**
  - a) 1 x Hat (to stay at school)
  - b) 1 x Water bottle
  - c) Bottle of sun block
  - d) A 20 page Flip Folder File for Artwork
14. **Term Requirements List:**
  - a) 1 x box of tissues
  - b) 1 x wet wipes
  - c) 2x toilet roll

***Please ensure all your child's belongings are clearly marked.***

***Initials...***

## Fees

Fees are calculated over a 12 month period, which means that the fees are payable every month, whether the child attends school or not. Should you wish to pay over a 11 month period, please advise and the fees will be re-calculated for you.

Holiday club care is included in the fees, except for when The School is closed for certain periods during the government school holidays, as stipulated in the term dates provided.

Fees are reviewed every scholastic year.

The fees stipulated on said Addendum do not include additional and obligatory extra mural activities such as Actionball etc., the cost and availability of which shall be advised as and when the required and appropriate personnel are appointed.

### **Payment Terms and Conditions:**

1. A five per cent (5%) discount is offered on payment for the full calendar year's fees, the amount of which is stated on the Fees Addendum conditional on payment being *received* by The School in advance, on or before 1st January of the scholastic year about to commence.
2. Fees must be paid in monthly installments via EFT or by Stop Order **on or before the first day of each calendar month** as stipulated on the fees Addendum, whether or not such day is a holiday, albeit school, public, religious, cultural, ethnic or otherwise.
3. The following Payment Methods, in order of preference, are accepted, and are to be free of bank charges or any other fees and expenses:
  - a) Stop Order for monthly installments (arranged by you with your bank)
  - b) E.F.T (Child's name and surname used as "Payment Reference" with proof of payment sent to 0614395164)
4. Regarding Payment Method b) above, kindly note that electronic payments between different banks can take up to three days to be effected. As a result, fees paid by due date, but not received by The School by due date shall be deemed to not qualify for any applicable discounts.
5. The School reserves the right to charge interest on late or overdue amounts, at prevailing First National Bank overdraft rates.

6. Account Details:

### **Account Details:**

**FNB**

**Eagle's Wings Pre-School**

**Acc no. 62897264025**

**Branch code: 250655**

*Initials...*

## Form of Acceptance and Indemnity

I/We, \_\_\_\_\_  
(Full Names),

hereby declare and affirm that I/we am/are the legal Custodian(s)/Guardian(s) of

\_\_\_\_\_  
(Full Names of Child)

and that I/we agree to pay the specified Fees, in advance, and as per the agreed Tariffs detailed and indicated on the relevant page(s) of this Application Form and Addendums.

I/we have elected to admit my/our aforementioned child to The School for \_\_\_\_\_ days per week, and undertake to make payment on an **Annual / Monthly** (\*) basis. (\* Delete as applicable) I/we further agree that I/we have read, fully understand and accept the terms and conditions as laid out in this Application Form. I/we hereby indemnify, on behalf of myself/ourselves, my/our heirs, executors, and/or assignees, The School, its employees and agents, including, but not restricted to, Mrs. C.S. Peetz, Teachers and Assistants against any loss and/or injury, which my/our child may sustain during his/her attendance at this school. Upon acceptance of my/our child's entry to Eagle's Wings Pre-School, I/we agree to immediately pay the non-refundable Enrollment Fee as stipulated in the attached Fees Addendum.

\_\_\_\_\_  
Full Signature(s) of Custodian(s)/Guardian(s)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Full Signature(s) of Custodian(s)/Guardian(s)

\_\_\_\_\_  
Date

- **Please attach a copy of the following documents:**
  - **Both parents ID's**
  - **Child's birth certificate**
  - **Immunisation card**