



Benoni Christian School Academy Enrolment

✉ 13830 Northmead 1500 No 1 Fir Street 1501 011 849-9611 / 011 425-5554 071 350 2792

Email: benonichristianschool@telkomsa.net

info@benonichristianschool.co.za

January Monthly School Fee Gr RRR+RR	R 800.00
Registration RRR + RR NON-REFUNDABLE	R 200.00
January Monthly School Fee Gr R	R 1800.00
January Monthly School Fee Gr 1 to Gr 7	R 2100.00
January Monthly School Fee Gr 8 to Gr 9	R 2500.00
January Monthly School Fees Gr 10	R 3200.00
January Monthly School Fees Gr 11	R 4800.00
January Monthly School Fees Gr 12 (6months)	R 4800.00
Registration once off new enrolments only Gr R – Gr 11 NON-REFUNDABLE	R 600.00
LTSM (Compulsory)	R 1800.00

Total Registration Fees: = Reg Fee + LTSM + School Fee

Total registration including January Fees Paid in advance, **THEREAFTER**, School Fee per month over 11 months. Fees paid in full in advance for a complete year within the month of January, will be discounted by 10%.

LTSM - Includes Rental of Textbooks, Copy paper, Workbooks, Art Material, Worksheets, Learner Profiles, Personal Homework Diary, Cleaning Materials, Toilet Paper etc.

Should you de-register AFTER Term 1, LTSM will NOT be refunded.

School Uniform - Rynfield Drapers @ 180 Pretoria Rd Rynfield Benoni 011 849 1619

Cancellation and Penalty Rules.

Should you cancel after enrolment within the month the following penalties will apply.

- 1) Month's tuition fee plus registration fee **IS NON-REFUNDABLE**
- 2) A 20% Penalty/Admin Fee will be deducted on all refunds regardless of attendance.
- 3) All registered learners must inform the school, by November of that year of their intentions to de-register.
- 4) In the event the annual school fees are paid in advance before attending, a cancellation fee of 20% will apply.

SCHOOL FEE POLICY

- All fees (Reg, LTSM & Jan) are payable on the date of acceptance.
- Tuition fees are payable for 12 months (January to December).
- Tuition fees must be paid in advance, before the 07th of every month.
- Interest will be charged on all late payments.
- LTSM Learning support material is compulsory.
- If you have more than one learner in this institution a 5% discount will be granted for one learner only.

(Provided all fees are paid up to date for all learners)

Banking Details

Standard Bank

Account No: 022437150

Branch Code: 013042

Reference: Name + Surname of learner

POP to: benonichristianschool@telkomsa.net
or 071 350 2792

Due to Benoni Christian School being a private school as well as an NPO, we DO NOT make arrangements for tuition fees.

All the following documents are required for learner admission.

Should you not have the necessary documents mentioned below your child's enrolment could be delayed or rejected.

The following Documents are required for Learner Admission:	
Latest progress report of previous year.	
2 x ID. Photos of learner / an original GDE Application Form	
Copy of learner's birth certificate. /Passport/Study Permit	
Copy ID's of both parents or legal guardian Passports are accepted	
Transfer card from previous school	
Copy of clinic card / Inoculation Certificates	
Copy of salary slip or 3 months bank statements	
Copy of water & electricity account or any proof of address	

When satisfied with the fee structure of the school and in possession of all your required documents you may proceed with the registration application. Completion of this form is not a guaranteed acceptance of your child.

If a false declaration is made your child acceptance could be jeopardised. Re-enrolment criteria are, that your fees are paid up in full and that your child's past year behaviour was in accordance with school standards.

Please tick applicable boxes.

APPLICATION FOR ADMISSION AND REGISTRATION

Father's full names and surname:

Mother's full names and surname

Guardian full names and surname

Learner Information: YEAR _____

Learner's name and surname

GRADE

RRR	RR	R	1	2	3	4	5	6	7	8	9	10	11
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Grade _____ Date of Birth _____ Ethnic Group _____

Male	Female
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 (tick)

Home Language _____ ID /Passport No _____

Is your child

Left	Right
------	-------

 Handed or

Both

 (tick) Any deceased parent/s

Mother	Father	Both
--------	--------	------

 (tick)

Learner resides with Parents

Mother	Father	Grandparent	Guardian
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 (tick) Any Grade ever repeated _____

Home Address _____
_____ Code _____

Number of Children in family

--

 Position on Mother side

--

 Position on Father side

--

SIBLINGS ALREADY IN THIS SCHOOL.

Second Learners name _____ Grade _____

Third Learners name _____ Grade _____

Father Occupation: _____ Employed at: _____

Work Address: _____

Mother Occupation: _____ Employed at: _____

Work Address: _____

Parent/s person responsible for school fees _____

Parents ID No's (both) F _____ M _____

Tel No Work (F) _____ (M) _____ Home _____

Cell No's (F) _____ (M) _____

Email Address _____ (block letters please)

Next of Kin Name, Address and Contact No's

Cell No _____ Home / Work _____

Office use only.

Date _____ Accession No: _____

All required docs received Yes / No If no please indicate which docs is outstanding

Accepted Yes / No (if no reasons for rejection) _____

Forward to....

Finance _____

SASAMS _____

REQUIREMENTS AND CONDITIONS:
CODE OF CONDUCT

1. Satisfactory performance in tests, examination marks and projects during the year.
2. Regular on time monthly payments of school fees in advance.
3. Satisfactory school attendance (10 days absence without a doctor's letter may lead to de-registration)
4. Parent's meetings attendance is compulsory for parent and student.
5. Learner's conduct must not jeopardise the school's reputation and credibility.
6. School uniform is compulsory.
7. Learners' appearance in their school uniform must always be neat and tidy whether at school, playing fields or outside on excursion or any time anywhere during school activities.
8. No jewellery and make-up are allowed during school hours.

LEARNERS MAY NOT:

- Leave the school grounds unless accompanied by a member of the school staff, with permission from the principal. A learner will not be allowed to leave the school during the day **without prior arrangement by the parents at reception. (This must be done in writing to protect the learner).**
- Smoke; sell, be in possession of drugs or any alcohol or narcotic substances whatsoever.
- Steal; swear, demonstrate disrespect towards educators, administrative staff, fellow learners, or janitors.
- Bully, intimidate any other learner in any manner or take advantage of any learner in anyway.
- Carry any type of weapons of any kind that may harm other learners or themselves.

DISCIPLINARY SANCTIONS:

1. Verbal warning.
2. 1st Written Warning.
3. Final Written warning / suspension
4. Expulsion from school after final written warnings.

Parents are advised that, should they become aware of any circumstances, which may indicate transgressions on the part of their children against this Code of conduct, they should communicate immediately with the School Authorities.

Learners are not allowed to bring toys to school unless specifically requested to do so for a reason or for lesson purposes by an educator. Cell phones are not allowed, if any learner is in possession of a cell phone, it will be removed for safe keeping & returned to the learner at the end of term 4.

LOST PROPERTY

It is extremely important that you ensure your child's clothing/personal items of value is clearly marked with his/her name. This will help us to ascertain who owns lost property.

SCHOOL HOURS

- **Foundation Phase** – Grade RRR to Grade 2 commences at 07:45 and finishes at 13:30.
Grade 3 commences at 07:45 and finishes at 14:00
- **Intersen Phase** – Grade 4, to Grade 9 commences at 07:45 and finishes at 14:00. Support classes until 15:00
- **FET Phase** - Grade 10 to Grade 11 commences at 07:45 and finishes at 14:00. Support classes until 15:00
Grade 12 commences at 07:45 and finishes at 16:00.

Parents need to make an appointment with the educator (**through the office**) in relation to their child's progress, behavioural or personal problems.

The school normally has several educational outings/excursions throughout the year to historic, cultural, and educational venues, please make provisions for these.

A proud parent will produce a proud child that takes pride in his/her work, dress code and attitude. That learner will grow up to be a respectable and responsible adult.

MEDICAL TREATMENT:

I hereby permit the school's principal or any educator to act on my behalf should my child need medical treatment, and should I not be available to be informed of any injury for which such treatment is needed. The school has trained level 1 & 2 first aid personnel always on standby. The wellbeing of the learner will always be the school's priority while in our care. Please advise the school of any medical condition your child may have.



Signature of Parent/Guardian:	_____
Medical Aid Name & Number:	_____
Doctor Telephone Number:	_____
Any medical conditions	_____
Any Allergies	_____
Other	_____

INDEMNITY

I hereby indemnify the school, its staff members and school committee against any accountability concerning any loss of/or damage to my child's property and any physical injuries sustained during school activities.

Consent. The school requires learners who excel in class be rewarded through media and photographic exposure. I parent/s guardian hereby agree and consent to my child's photographic and video material taken by the school be used by the school for marketing purposes.

I/We Mr/Mrs/Ms _____

Hereby agree to pay all schools fees due on time to Benoni Christian School and any default in payment may result in legal action being brought against us for non-payment of outstanding school fees. My/Our signature below binds us contractually to Benoni Christian School for all monies owing or outstanding for as long as our child is schooled at Benoni Christian School. This agreement is renewed every year.

We hereby accept all requirements, conditions, and code of conduct of this school as stated on this form.

I/We hereby declare that to the best of my/our knowledge the information supplied is accurate and correct.

Signed at Benoni Christian School on this _____ Day of _____ / 20 _____

Addendum BCS\2024\1

Addendum to Grade 11 & 12 Fees

The school has decided to amend the Grade 11 fees to accommodate Grade 12 fees due to the ongoing challenges faced in collecting grade 12 fees. 50% of grade 12 fees will now be added to grade 11 fees and divided over 12 months for those learners advancing to grade 12. The 50% balance will be required to be paid over a period of no more than six months of the matric year but no later than July of that year.

Grade 11 learners advancing to grade 12 will be required to pay monthly school fees of R4800pm over a 12-month period.

The implementation of this new fee structure has become necessary due to non-recovery of fees from matric parents in previous years.

Please contact our office for more information. 011 425 5554 / 011 849 9611 / 071 350 2792

SIGNATURE OF BOTH PARENTS / GUARDIAN

Father's Signature

Mother's Signature

Guardian Signature

Payee Signature (if different)