



THEMBA EDUCATION CENTRE

Hostel Admission Form (HA1)

ID Photo of Learner

(Please attach one colour photo)

A. PERSONAL INFORMATION

- a. Surname of Child _____
- b. Christian Names _____
- c. Date of Birth _____
- d. Home Language _____
- e. Gender Boy [] or Girl []

B. GENERAL INFORMATION

- a. Date from which admission is sought _____
- b. Probable Grade of child _____
- c. Nationality _____
- d. Of which Church is your child a member? _____
- e. Do you agree that your child shall attend services of the Lutheran Church of South Africa (LCSA)?

- f. May your child participate in recreational and Christian education activities on Sunday?

- g. Has application been made for your child to be admitted to any other hostel? _____
- h. If so, state particulars _____
- i. Has your child ever been in a Hostel before: _____
- j. If so, please state which Hostel? _____
- k. Do you have any other children at Themba? _____
- l. Reason for hostel application? _____

C. MEDICAL INFORMATION

This medical information is not used as an admission criteria, simply to help us better care for your child.

a. Has your child ever had any of the following? (Mark 'YES' or 'NO'):

TYPE	YES	NO	TYPE	YES	NO
Measles			German Measles		
Diphtheria			Mumps		
Typhoid			Asthma		
Chicken Pocks			Whooping Cough		
Scarlet Fever			Amoebic Dysentery		
Rheumatic Fever			Heart Disease		
Cholera			Bilharzia		
Malaria			Fits		
Diabetes			Kidney Problems		
Any other – please mention:					

b. Has your child been immunized against the following? (Mark 'YES' or 'NO'):

TYPE	YES	NO
Polio		
Diphtheria		
Whooping cough		
Tetanus		
Typhoid		
Other (Mention)		

c. In the case of serious illness, which Doctor should be called in?

- i. One chosen by the Head of Hostel? _____
- ii. Your own Doctor? State name and contact number _____

d. Is your child allergic against the following? (Mark 'YES' or 'NO')

TYPE	YES	NO
Penicillin		
Aspirin		
Bee-stings		
Serum		
Other		

e. Other Health-related questions?

- i. Is your child a bleeder? _____
- ii. Does s/he wet the bed? _____
- iii. Does your child have any decayed teeth? _____
- iv. Does he/she get toothache? _____
- v. When last did he/she visit dentist? _____
- vi. Who is your dentist? (Name & Contact details) _____
- vii. Does your child take tablets or other medication regularly? _____
- viii. Is your child on medication for fits? _____
- ix. Does your child have any disabilities? If yes, state nature and extent _____

D. DETAILS OF PARENT/GUARDIAN RESPONSIBLE FOR FEES

- 1. Full name of Parent/Guardian _____
- 2. ID Number/Passport Number _____
- 3. Full Residential Address _____
- 4. Postal Address _____
- 5. Marital Status _____
- 6. Occupation _____
- 7. Telephone Numbers Home code () _____
Work code () _____
Cell phone _____
Email _____

PLEASE ATTACH A COPY OF YOUR

- **IDENTITY DOCUMENT AND**
- **YOUR SALARY SLIP OR THREE MONTHS BANK STATEMENTS**

TO THIS FORM.

E. FEES/PAYMENT OF FEES

In terms of hostel regulations, fees are due and payable in advance and must be fully paid electronically or at any First National Bank before the first day of term. The Head of the Hostel shall refuse to re-admit to the hostel at the commencement of the next term, any children in respect of whom there are fees outstanding.

F. DECLARATION BY PARENT/GUARDIAN RESPONSIBLE FOR FEES

I hereby certify that the information given by me in this form is correct to the best of my knowledge and belief. I am aware of the regulations as set out above in Section E regarding the payment of fees and hereby accept the responsibility for the payment of the prescribed fees. I furthermore undertake to co-operate with the authorities in the maintenance of good discipline at the Hostel.

Date: _____ Signature of parent/guardian _____

WARNING: This application cannot be considered unless all questions are fully and correctly answered and all supporting documentation has been submitted.

THEMBA RESIDENTIAL EDUCATION CENTRES

Permission for search and Drug Testing

I, _____ Parent/Guardian of

Understand and uphold the DRUG FREE ZONE Policy of the Themba Residential Education Centre. If there is a suspicion that my child is in possession of cigarettes, alcoholic beverages or illegal substances or any other illegal items or illegal substances, I give consent to:

- A search of his/her person by a designated member of staff.
- A search of his/her possessions by the police and their dogs.
- A breathalyzer and/or urine drug test.

I also agree to allow my child to be eligible for a random urine drug test that will be conducted by qualified medical staff.

In the event of my child testing positive, I will be responsible for all costs incurred. This permission is granted for the full duration of my child's enrolment at the school.

Parent/Guardian signature: _____ Date: _____

I, _____ (learner) understand and uphold the

DRUG FREE ZONE Policy of the Themba Residential Education Centres. If there is a suspicion that I am in possession of cigarettes, alcoholic beverages or illegal substances or any other illegal items or am suspected of using cigarettes, alcoholic beverages or illegal substances, I agree to allow:

- A search of his/her person by a designated member of staff.
- A search of his/her possessions by the police and their dogs.
- A breathalyzer and/or urine drug test.

I also agree to a random urine drug test that will be conducted by qualified medical staff

Learner signature: _____ Date: _____

Parent/Guardian signature: _____ Date: _____

THEMBA RESIDENTIAL EDUCATION CENTRE

Code of Conduct Agreement for Learners (CC1)

I/we the undersigned,

Learners (Full Name:) _____

ID No. _____ Date of Birth: _____

I am committed to developing my full potential as well being supportive to the school and Hostel community in the achievement of this goal.

Recognise that every person within the School is entitled to be taught OT teach without interference.

Dissociate myself from any form of violence, vandalism, bullying and any other inappropriate conduct at School, in the Hostel on the premises of the Themba Truест or in public, as listed in the School Policy, Hostel Policy and Code of Conduct of the Themba Residential Education Centres.

I will be punctual at all times.

Will show respect in my dealings with all persons in the school, hostel, Temba Trust and village community.

Commit myself to do homework, class work, tests, projects and other academic assignments when required to do so.

Once I commit myself to do participate in any extra-curricular activity, I will honour my commitment.

Commit myself to attending the weekly Church Service.

I commit myself to the extra-curricular activities expected by the Themba Trust as part of the learner Parliament System, that is to do the required duties, community service, participate in Parliamentary Sittings (Imbizo), Parliamentary Committee meetings, Bible study, and at least one Workgroup Activity, as well as take part in a sport or physical activity three times a week, whether organised by the School, the Hostel, or the Themba Trust.

Whenever required, I will wear the stipulated school uniform with pride.

I accept that if I do not comply with the above that I am subject to disciplinary action

LEARNER SIGNATURE: _____ DATE: _____ CLASS _____

As the parent/guardian of _____, I will accept disciplinary measures the Themba Residential Education Centres Authority imposes when rules have been broken.

SIGNATURE: _____ DATE: _____

THEMBA RESIDENTIAL EDUCATION CENTRES

Declaration & Undertaking by parents (PR1)

I/ we the undersigned,

Father/Guardian: _____

ID No. _____

AND

Mother/Guardian: _____

ID No. _____

Being the Parents/Guardians of

Learner (Full Name): _____ Date of Birth: _____

Hereby declare that I/we have read and fully understood the contents of the Learner Prospectus of the Themba Residential Education Centres as well as this document and accept my/our responsibilities laid out herein. I/we confirm that all the Application Form are true and correct.

1. I/we Undertake to:

- Immediately inform the School in writing of any change to my/our personal details;
- Immediately inform the School in writing of any cases of infectious diseases or illness within my/our household, while our child is at home;
- Encourage and ensure that my/our child attends School regularly and complies with the School Rules and Regulations presently applicable or as amended from time to time.
- I/we acknowledge that in terms of the South African Schools Act (NO. 84 of 1996) and the Mpumalanga Provincial Department of Education legislation, policies and regulations, all school fees as determined by the School's Governing Body and duly approved by the parents are compulsory.
- I/we acknowledge that all hostel fees as determined by the Themba Trust, as a private non-profit organization, are compulsory.
- In accordance with the provisions of the aforesaid Acts, I/we undertake to pay the school fees due on the first day of school term in advance as follows (please tick appropriately block):
 - **A once-off payments: [] (10% discount)**
 - **Four equal payments in January, April, and July []**

I/we acknowledge that in the event of my/our failure to pay school and hostel fees outstanding

I/we undertake and hold myself/ourselves bound to:

- a) Accept that my child will not be readmitted to the Hostel for the new school term;
- b) The payment of all legal costs incurred by the Themba Trust's attorneys, collection commission and value added tax at the standard rate together with any stamp or other duties payable under the circumstances;
- c) The signing of an acknowledgement of debt and an emoluments attachment order should the said attorneys require this and where applicable, in which case my employer will be forced by law to deduct a monthly amount from my salary, should there be an amount owing to either the Themba or the school;
- d) The payment of such cost incurred by my/our child in respect of any damages to or loss of property owned, or in custody of the Themba Trust or the School.

Furthermore:

- a) We acknowledge that upon our failure to any amount by the said due date, the total annual amount shall become due and payable immediately.
- b) We acknowledge that a ONE month (30 days) notice period in writing (or ONE month's fees) is required should it become the intention to withdraw our child/ren from the School and/or Hostel in the first term.
- c) We acknowledge that a ONE term (90 days) notice period in writing (or ONE term's fees) is required, should it become the intention to withdraw our child/ren from the School and/or Hostel in the second, third or fourth term, or if our child/ren is/are expelled owing to disciplinary reasons during the second, third or fourth term.
- d) We are jointly and severally and *in solidum* liable for payment of all amounts owing to the Themba Trust or the School which are or may become due in respect of the education and/or otherwise of our child;
- e) I/we choose my/our residential address referred to in the said Application to be my/our domicilium for the purpose of serving any notices or legal processes on me/us.
- f) I/we have received a copy of the school policy, Hostel Policy and Code of Conduct, have acquainted myself/ourselves with them and undertake to assist my/our child to comply with them and to provide him/her with all dressing apparel prescribed by such Rules and Regulations from time to time;
- g) I/we hereby had over guardianship over my/our child to the Principal or his/her designate during School Hours and activities and to the Chief Executive Officer of the Themba Trust or his/her designated Act at all the other time.
- h) I/we consent to my/our child taking part in any and all activities, whether conducted on the School or Hostel premises or extra-mural, including but not limited to, games, athletics, tours, and excursions of general or vocational, education, historical and scientific interest. I/we fully understand and accept that all such activities shall be undertaken on behalf of my/ourselves, my spouse, my/our aforesaid child to indemnity, hold harmless and absolve the Department of Education, the Principal, his or her staff, the Themba Trust, individual Trustees, and employees of the Themba Trust and any delegated authority against and from any or all claims whatsoever which may arise in connection with any loss or damage to the person or property of my/our child in the course of activities.
- i) I/we hereby give consent for my/our child to be conveyed by the Themba Trust buses or mini-buses, school buses, rented transport or by private transport if required by the School or Hostel, to such activities of the School or Hostel referred to herein and in which my/our child is participating or is required to participate. I/we understand and accept that any conveyance in terms hereof shall be undertaken at my/our child's own risk and on behalf of myself/ourselves, my/our executors, my spouse and my/our child. I/we indemnify and keep indemnified the school, the Principal, Staff Member, the Themba Trust, individual Trustees and employees of the Themba Trust and any delegated authority, against any actions, proceedings, claims, liabilities, damages, costs and/or expenses of whatsoever nature that my arise in connection with any loss of ir damage to the property or injury to my/our child which may occur in the course of such conveyance. I/we further understand that the vehicle used in the conveyance of my/our child shall or may be driven by a member of the School Staff or the Themba Trust staff, Trustee, parent or other person subject to being lawfully authorized thereto and this indemnity therefore extends to such driver to the vehicle.
- j) I/we agree that the Principal of the School or his/her designate or the Chief Executive Officer of the Themba Trust or his/her designate Act in loco parents in the event of any injury/accident involving my/our child.
- k) Notwithstanding my/our signature hereto, the acceptance and admission of my/our child to attend the School and Hostel is subject to the approval in writing by the Principal and the Chief Executive Officer of the Themba Trust.
- l) I/we acknowledge that the decision of the Admission Committee of the School, and the Admission Office of the Themba Trust is final and that no reasons are required in the event of my/our child being refused admission.

SIGNED

At _____ on _____

Father/Guardian

Mother/Guardian

Witness

Witness

FOR OFFICE USE ONLY

The admission of the foresaid learner to the School and Hostel is hereby approved /declined.

SIGNED

At _____ on _____

Admissions Officer

Themba Trust Chief Executive Officer