



Laerskool Derdepoort Derdepoort Primary School

EMIS NO: 220293

Posbus/PO Box 15056
LYNN EAST
0039

Uilstraat 195 Uil Street
JAN NIEMANDPARK
PRETORIA, 0186

Tel: 012 800 1507
e-pos/mail: admin@derdies.co.za
Fondsinsamelingsnommer/Fund raising no: 020-355-NPO

Registrations 2027

Dear Parent or Guardian,

Thank you for choosing to enrol your child at Laerskool Derdepoort. We are excited to welcome your family to our school community.

When submitting the completed application form, please ensure you include certified copies of the following:

- Learner's birth certificate;
- Both biological parents' ID documents (or legal guardianship documents if applicable);
- Clinic card with vaccination records;
- Proof of address in the parent's name only (Water & Electricity account – no bank or clothing accounts allowed);
- If renting, submit the owner's Water & Electricity account, the owner's ID, the rental/lease agreement, and an account in the parent's name (no affidavits accepted);
- Latest progress report (for Gr. 2–7 applications only);
- If not a South African citizen:
 - Certified copy of the learner's passport and valid study permit;
 - Certified copies of both parents' passports and their work visas or permanent residence permits.

Note: The transfer card from the current school will only be required at the end of the academic year and only if your application is successful.

Only application forms that is fully completed and signed by both biological parents or legal guardians will be accepted. Submission of the application form does not guarantee placement, as this depends on available space after the current academic year (during end of November towards December). No space is guaranteed until confirmed.

Important Information for 2027:

- School Fees for 2026:
 - Gr. R: R810 per month (R8,910/year)
 - Gr. 1–7: R860 per month (R9,460/year)
 - Fees are payable in 11 instalments.
 - 2027 Fees will be determined in November 2026. The first instalment (after admission confirmation) includes textbook rental (Gr. 4–7).

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FIBRE INTERNET

- School Hours:
 - Gr. R: 07:05 – 12:30
 - Gr. 1–2: 07:25 – 13:00
 - Gr. 3: 07:25 – 13:15
 - Gr. 4–7: 07:25 – 13:40
- Uniform is available at Totiusdal Handelshuis (Codonia Ave 773, Waverley, Tel: 012 332 0016) or Mrs. Corrie Fitzpatrick at: 063 638 5124.

Language Criteria:

Learners transferring from a different school or province should meet the language of learning and teaching criteria:

*- English HL **and** Afrikaans FAL*

If you have any other queries, please do not hesitate to contact Mrs. Juanita Scheepers on 012 800 1507 or by e-mail: admissions@derdies.co.za.

Kind regards,



Mr. J.S. Roberts
Principal



ENROLMENT FORM - 2027

PLEASE COMPLETE WITH A BLACK PEN

DO YOU HAVE ANY LEARNERS CURRENTLY/PREVIOUSLY IN THIS SCHOOL?

Yes

No

Name of other learner(s) : _____

DATE: 5 MAY 2026

LEARNER INFORMATION

LEARNER

Full names: _____

Surname: _____

Preferred name: _____

Date of birth: _____

ID number: _____

Nationality: _____

Religious denomination: _____

Gender: ☐ Male ☐ Female

Ethnic group: _____

Home language: _____

Preferred tuition language: _____

Dexterity: ☐ Left ☐ Right ☐ Both

Learner mobile number: _____

Learner e-mail address: _____

Admission date: _____

Grade in 2027 : _____

Years in grade for 2027 : _____

Years in phase for 2027 : _____

Pre-primary education attended: ☐ Formal ☐ Informal
☐ Other: _____

Registered for social grant: ☐ Yes ☐ No

Receives social grant: ☐ Yes ☐ No

Media consent: ☐ Yes ☐ No

Method of transport: _____

Taxi/Bus registration number: _____

Name of driver: _____

Contact number: _____

NEXT OF KIN INFORMATION

Name: _____

Contact number: _____

Alternative contact number: _____

Relation: _____

OFFICE USE ONLY

Family code: _____

Waiting list: ☐ ☐

Register class: _____

Number on waiting list: _____

Admission number: _____

ID copy: ☐

Transfer card: ☐

Proof of residence: ☐

Report card: ☐

Birth certificate: ☐

Clinic card: ☐

FAMILY INFORMATION

Family status: ☐ Both parents ☐ Single parent - Unmarried

☐ Foster care ☐ Childrens home ☐ Single parent - Divorced

☐ Other ☐ Re-composed ☐ Widow/Widower

Parents deceased: ☐ Mother ☐ Father ☐ None

LEARNER HEALTH INFORMATION

Chronic diseases: _____

Allergies: _____

Medication: _____

MEDICAL AID INFORMATION

Name: _____

Telephone number: _____

Member number: _____

Primary member: _____

FAMILY DOCTOR INFORMATION

Name: _____

Telephone number: _____

Business address: _____

INFORMATION OF PREVIOUS SCHOOL/PLAY GROUP/NURSERY

First registration of learner in Gauteng: ☐ Yes ☐ No

Learner attended school last year ☐ Yes ☐ No

If yes, in which Province/Country: _____

Previous school: _____

Telephone Number: _____

Address: _____

Province: _____

Highest grade in previous school: _____

Reason for leaving the school: _____

BIOLOGICAL PARENT / LEGAL GUARDIAN 1 INFORMATION

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Nationality: _____

Home language: _____

Marital status: ☐ Common law marriage ☐ Divorced
☐ Engaged ☐ Married ☐ Separated
☐ Single ☐ Traditional marriage ☐ Widowed

Communication: ☐ SMS ☐ E-mail ☐ Mail ☐ By hand

Comm language: _____

Mobile number: _____

Home tel: _____

E-mail: _____

Is the learner living with this parent? ☐ Yes ☐ No

Residential address: _____

Postal address: _____

Occupation status: ☐ Own Employer Professional
☐ Own Employer Non-Professional
☐ House wife ☐ Part time
☐ Contract worker ☐ Pensioner
☐ Student ☐ Temporary
☐ Full time ☐ Unemployed

Occupation: _____

Employer: _____

Work telephone number: _____

Employer physical address: _____

BIOLOGICAL PARENT / LEGAL GUARDIAN 2 INFORMATION

Title: _____

Full names: _____

Surname: _____

Initials: _____

Preferred name: _____

ID number: _____

Nationality: _____

Home language: _____

Marital status: ☐ Common law marriage ☐ Divorced
☐ Engaged ☐ Married ☐ Separated
☐ Single ☐ Traditional marriage ☐ Widowed

Communication: ☐ SMS ☐ E-mail ☐ Mail ☐ By hand

Comm language: _____

Mobile number: _____

Home tel: _____

E-mail: _____

Is the learner living with this parent? ☐ Yes ☐ No

Residential address: _____

Postal address: _____

Occupation status: ☐ Own Employer Professional
☐ Own Employer Non-Professional
☐ House wife ☐ Part time
☐ Contract worker ☐ Pensioner
☐ Student ☐ Temporary
☐ Full time ☐ Unemployed

Occupation: _____

Employer: _____

Work telephone number: _____

Employer physical address: _____

ACCOUNTABLE PERSON'S INFORMATION☐ Biological Parent 1☐ Biological Parent 2☐ Other

Only if 'Other', please complete section A or B below:

A) INDIVIDUAL	B) COMPANY / CLOSED CORPORATION / TRUST
Title: _____	Title: _____
Full names: _____	Name: _____
Surname: _____	Registration number: _____
Initials: _____	Comm language: _____
Preferred name: _____	Contact number: _____
ID number: _____	Fax number: _____
Home language: _____	Business address: _____
Communication: ☐ SMS ☐ E-mail ☐ Mail ☐ By hand	_____
Comm language: _____	_____
Mobile number: _____	Postal address: _____
Telephone number: _____	_____
Fax number: _____	_____
E-mail: _____	BANKING DETAILS
Residential address: _____	Bank: _____
_____	Branch: _____
_____	Branch code: _____
Postal address: _____	Account type: ☐ Cheque ☐ Transmission ☐ Savings
_____	Bank account number: _____
_____	Account holder: _____

CONTRACT WITH SCHOOL WITH REGARDS TO PAYMENT

Agreement between Laerskool Derdepoort Primary School and _____ (Name of parent / guardian) with regards to the payment of school fees.

- Laerskool Derdepoort Primary School is a Section 21 Public School and may raise school fees in terms of the South African School Act (Act No. 84 of 1996) and the National Educating Policy Act (Act No. 27 of 1996) - National norms and standards of School Funding.
- As a parent/guardian you are liable to pay school fees determined in terms of Section 39 of the South African Schools Act, unless or to the extent that you have been exempted from payment in terms of the said Act.
- Even though a court has determined that another person is liable to pay the prescribed school fees, as may be included in divorce settlements orders, and / or any other appropriate court order, it remains the responsibility of all persons who meet the definition of "parent" in the South African Schools Act, to pay school fees and all "parents" are jointly and severally liable for the payment of all school fees that are charged or will be charged by the school in respect of a particular learner.
- Payment of school fees to Laerskool Derdepoort Primary School will be made as follows:)
(Please tick the applicable block with a cross)
☐ Full payment (Once-off) on or before the last date as determined during the annual parent meeting.
☐ Payment over 11 months.
☐ Alternative arrangements will be made with the School in writing at my own responsibility and initiative.
- I / We are aware of the application process for exemption of school fees for 2027 and if exemption is required, we will complete the relevant application form.
- Should you wish to appeal against a decision of the Governing body regarding the exemption from payment of school fees, you can do so at the Head of Department from the Department of Education who will at all times ensure compliance to the mentioned Acts and are obliged to follow proper legal procedures to protect the rights of both you as a parent and that of the School Governing Body.
- Should payments of school fees be in arrears, I shall be accountable for the payment of fees that may arise in the effort to collect the fees on an attorney and client scale.
- I choose the following address OR email address as my domicilium citandi et executandi for delivery or serving of any notices or pleadings.
Residential address OR Email address (Not a postal address): _____

9. I / We the parents / guardian of _____ undertake to honour the agreement as set out above.

Signature of Parent / Guardian: _____ Date: _____

PERMISSION / CONSENT TO TAKE PART IN ALL ORGANISED ACADEMIC, SPORT AND CULTURE ACTIVITIES

(PLEASE TICK THE APPLICABLE BLOCKS)

1. ☐ I, parent / guardian of _____ hereby give permission that he/she may participate in all academic, sport and culture activities presented by the school in an organised manner. To participate in tests conducted by the school support team with the object of improvement in school work and to identify other problems.
2. ☐ I grant permission that my child may be transported by a public bus company approved by the school management. If there is only a small group of learners that needs to be transported, parents / teachers with valid drivers licences may be asked to transport them.
3. ☐ I accept that all reasonable precautions will be taken for the safety and wellbeing of my child and that I will be held responsible for the payment of the medical and / or hospital fees if enforced upon, in case of an injury which cannot be ascribed to the responsible personnel's coarse negligence.
4. ☐ I hereby delegate my powers as parent / guardian to the Principal of the school or representative if medical or surgical treatment may be needed for my child. As far as I know, he/she is physically able to participate in any organised activities and resides in good health.
5. ☐ I confirm that all medical information supplied in the Learner Information section of this form is accurate and complete. This information may be used in case of an emergency.
6. ☐ I undertake to inform the school if any of the above information may change.
7. ☐ I undertake to support my child to obey the Code of Conduct and the disciplinary system of Laerskool Derdepoort Primary School as included in the Policy of the school.
8. ☐ I hereby confirm that the school is allowed to use imagery of my child in any school publication, in any format.

Signature of Parent / Guardian: _____ Date: _____



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JAN NIEMANDPARK
PRETORIA

Tel: 012 800 1507
Fax: 0866158902

e-pos/mail: admin@derdies.co.za

Fondsinsamelingsnommer/Fund raising no: 020-355-NPO

Enrolment Contract

Protection of Personal Information

1. I/we, being the parent/s or legal guardian/s of the learner, consent to:
 - a) my/our personal information being collected, processed and stored by the school in terms of the relevant provisions of the Protection of Personal Information Act 4 of 2013 (POPI) for purposes of the proper functioning, management and governance of the school, as prescribed in the South African Schools Act, 84 of 1996 and other relevant national and provincial educational legislation and policies; and
 - b) the learner's personal information (including academic, attendance, behavioural and other school-related records) being collected, processed, shared and stored by the school in terms of the relevant provisions of the Protection of Personal Information Act 4 of 2013 (POPI) for purposes of enrolment of the learner in the school, the proper functioning, management and governance of the school, as prescribed in the South African Schools Act, 84 of 1996 and other relevant national and provincial educational legislation and policies.
2. I/we confirm that I/we have been informed that the abovementioned personal information will be dealt with in line with the school's POPI policy, which is available on the school's website, alternatively upon request to the school. I also confirm that I am aware that my/our rights with regards to the protection of my personal information is also detailed in this policy.
3. I/we confirm that I/we understand that it is my/our responsibility to inform the School as soon as any of the personal information I have provided herein changes and undertake to furnish the School with such amended information as soon as possible.

Signed at on this day of 202....

Signature Parent / Guardian 1:

Signature Parent / Guardian 2:

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