

RIVERPARK
INTERNATIONAL PRE-SCHOOL



FOR OFFICIAL USE ONLY	
Learner's Name	
Grade	
Documents Outstanding	
Registration fee paid	
Amission date	

**RIVERPARK INTERNATIONAL PRESCHOOL
LEARNER ADMISSION CONTRACT**

ABOUT RIVERPARK INTERNATIONAL PRESCHOOL

Riverpark International Preschool is a premier early childhood education center in Johannesburg, South Africa. Our mission is to prepare young minds for a bright future by providing a nurturing and stimulating environment that fosters holistic development. We cater to children from 3 months to Grade R, offering a comprehensive range of programs and activities designed to meet the diverse needs of our students.

Our experienced and dedicated educators are committed to delivering high-quality education through the CAPS curriculum, aligned with the South African Department of Basic Education's standards. We believe in inquiry-based learning, encouraging curiosity, critical thinking, and problem-solving skills from an early age.

At Riverpark International Preschool, we emphasize the development of essential skills in language and literacy, mathematics, life skills, and creative arts. Our state-of-the-art facilities, safe and clean environment, and secure play areas with CCTV ensure that your child is well-cared for and has the best opportunities for growth and learning.

We pride ourselves on offering personalized attention to each child through one-on-one sessions with educators, and additional benefits such as free computer lessons, swimming, and music and drama classes, contribute to a well-rounded and enriching educational experience.

Our Mission

At Riverpark International preschool our mission is to provide a dynamic, integrated curriculum in an engaging, experiential environment that nurtures and builds upon each child's natural curiosity and the love of learning.

We focus more on the individual student's needs rather than assuming all students are at the same level of understanding. Our modern way of teaching is more activity-based, using questioning, explaining, demonstration, and collaboration techniques that help our students reach personal excellence.

Our Philosophy

At Riverpark International Preschool we aim to prepare future leaders for the global community through an uncompromised commitment to excellence.

From the start, we strive to educate ethical, disciplined, and motivated young people with strong cognitive, communicative, and social skills. We achieve this by offering a broad, balanced, and innovative curriculum designed to provide an all-round education, from the moment our pupils join the school, to the moment they leave

We commit to:

1. The values of openness and acceptance of differences and diversity.
2. Freedom of religion.
3. The safety of all children.
4. Controlled Class sizes
5. Positive discipline.
6. Qualified and committed educators

Enhanced South African National Curriculum (CAPS)

2 Years Grade R

Our preschool curriculum encourages children to be mentally inquisitive and to take responsibility and initiative as they move into this more structured phase of their schooling.

OUR PRESCHOOL CURRICULUM:

1. Personal, Social, and Emotional Development
2. Communication and Language
3. Mathematical Development
4. Physical Development
5. Expressive Arts and Design
6. Literacy Development

How to Enroll

Option 1

- Visit our website www.riverparkinternationalpreschool.com
- On the menu, navigate to the admissions page
- Download, read, and complete the application form.
- If necessary, contact the school for any clarity.
- Submit the application form and registration fee at the school with all the required documents and proof of payment of the registration fees.
- This registration fee secures a student's place at Riverpark International Preschool and is not refundable.

Option 2

- Message on the WhatsApp number 0648207937.-
- Request the Application form.
- Download, read, and complete the application form.
- If necessary, please reach out to the school for any clarity.
- Submit the application form at the school with all the required documents and proof of payment of registration fees.
- This registration fee secures a student's place at Riverpark International Preschool and is not refundable.

Option 3

- You can come to the school (5 Main Reef Road Benoni, Benoni, Gauteng, South Africa)
- Request the Application form.
- Read and complete the application form.
- Please feel free to ask any questions you need clarity on.
- Submit the application form and pay the registration fee at the reception with all the required documents.
- This registration fee secures a student's place at Riverpark International Preschool and is not refundable.

When submitting the application form ensure you have the following required documents to enrol:

- Completed and signed the enrolment form
- Copy of your child's birth certificate/Passport.
- Copy of learner's clinic card (PRESCHOOL ONLY)
- Copy of both parents' ID documents.
- Copy of Account Holder ID documents.
- School fees clearance certificate/latest school fees statement
- 3 months stamped bank statements if self-employed.
- 4 x ID photos of your learner

SCHOOL FEES STRUCTURE FOR 2025

Please find the school fee structure for 2025 below. Should you have any inquiries, please get in touch with the school at riverparkinternationalschool@gmail.com or Call/WhatsApp: **+27-648-207-937**

- **Non-refundable administration Fee: R500**

NON-REFUNDABLE REGISTRATION FEE Payable on submission of application	
Grade RRR/ RR/ 3 months - GR	Fee(One-off) R1,000
ADMINISTRATION FEE	Fee(One-off) R500

SCHOOL FEES Payable over 12 months (January 2025 - December 2025)			
AGE GROUP	Monthly Fee January to December X12	Total for the year	Amount Payable before 31 January 2025
3 Months - 2 Years	R1,850	R22,200	R20,350
Grade: RRR	R1,750	R21,000	R19,250
Grade: RR	R1,700	R20,400	R18,700
Grade: R	R1,700	R20,400	R18,700
AFTERCARE	R750	R9,000	
Trustees that pay an annual fee will pay the full amount.			

SCHOOL FEES STRUCTURE FOR 2025
PRE-SCHOOL (GRADE R)

- **Registration Fee:** R1,000 (One-Off)
 - **Monthly School Fee:** R1,700
 - **Annual fee:** R20,400
 - **Admissions:** R500 (One-Off)
-

Monthly Boarding Fee: R 7,050 (includes school fees) includes:

- Full nutrition
 - Special care
 - Individual supervision with homework
-

Time:

	Monday - Friday
Age: 5 - 6 Years	05:30 am - 06:00 pm (Normal hours for preschool learners) 6:00 am - 06:00 pm Weekends (Saturday & Sunday)

Requirements:

- A Completed and signed enrolment form
- Registration & Admission fees are to be paid upon submission
- Copy of Learner's birth certificate
- Copy of the learner's clinic card (Grade R/RR only)
- 2 ID photos of the learner
- Parent ID/Passport copy

SCHOOL FEES STRUCTURE FOR 2025

PRE-SCHOOL (GRADE RR)

- **Registration Fee:** R1,000 (One-Off)
 - **Monthly School Fee:** R1,700
 - **Annual fee:** R20,400
 - **Admissions:** R500 (One-Off)
-

Monthly Boarding Fee: R 7,050 (includes school fees) includes:

- Full nutrition
 - Special care
 - Individual supervision with homework
-

Time:

	Monday - Friday
Age: 3 - 4 Years	05:30 am - 08:00 pm (Normal hours for preschool learners) 6:00 am - 06:00 pm Weekends (Saturday & Sunday)

Requirements:

- A Completed and signed enrolment form
- Registration & Admission fees are to be paid upon submission
- Copy of Learner's birth certificate
- Copy of the learner's clinic card
- 2 ID photos of the learner
- Parent ID/Passport copy

RIVERPARK INTERNATIONAL PRESCHOOL	
Bank	
Account Number	
Branch Code	
Reference	

PRE-SCHOOL BANKING DETAILS	
Bank	
Account Number	
Branch Code	
Reference	

BOARDING BANKING DETAILS	
Bank	
Account Number	
Branch Code	
Reference	



ENROLMENT FORM

WhatsApp:+27 753 225 848 **Phone:**+27 105 006 582
Email:riverparkinternationalschool77@gmail.com

5 main reef road Benoni, Benoni,
Gauteng, South Africa

Section 1: Application Details

Please tick the grade you are applying for:

Group: 3 months ☐ 2 years ☐ 3 years ☐ 4 years ☐
(Nursery)

Grade: R ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11
(Day School)

Grade: R ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11
(Boarding School)

Section 2: Learner Details

First Name
Last Name
Preferred Name
Preferred Name

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Date of Birth Current Age Gender: Male ☐ Female ☐

Home Language 2nd Language

Number of children in Family Position of child in Family

Nationality Country of Origin Immigration Date

Race: Asian ☐ African ☐ Coloured ☐ White ☐ Indian ☐ Other ☐

Reside with: Parents ☐ Guardian ☐ Boarding ☐

Parent/Guardian's Number: Religion

Transport: Car ☐ Bus ☐ Taxi ☐ Walk ☐

Person dropping learner at school:

Name:

Name:

Relationship:

Relationship:

Section 3: After Care

Will the learner require aftercare :

Yes

☐

No

☐

Please be informed that this is a 12-month contract from January to December.

Aftercare is a contract of 12 months (i.e. January to December). When you choose aftercare for your child you are liable to pay monthly school fees (**R750.00 per month or R9,000 per year**)

Parents please sign here;

Parents signature

Parents initials

Section 4: Boarding School

Will the learner require boarding facilities:

Yes

☐

No

☐

NB: This boarding contract states that you can only withdraw your child from boarding school to normal school after a period of 12 months (i.e. January to December)

Grade: R

☐

1

☐

2

☐

3

☐

4

☐

5

☐

6

☐

7

☐

8

☐

9

☐

10

☐

11

Year Applied for:

Year Applied for:

Important Notes for Boarders

1. Boarding Fees

Boarding Fees for 2025 **exclude** the following;

- School uniform
- Stationary
- Snacks
- Entrance fees, travel costs, accommodation, and food for excursions and trips unless otherwise advised by the school

Boarding Fees for 2025 **include** the following;

- Tuition fees and School fees
- Food and accommodation
- Laundry

3. Requirements

- 3 pairs of school uniforms. **Compulsory**
- 5 pairs of school socks. **Compulsory**
- A school bag. **compulsory**
- 3 pairs of after-school boarders' uniforms. **compulsory**
- Boarder winter jacket. **Compulsory**
- 2 pairs of shoes (excluding school shoes) i.e. 1 pair of sandals + 1 pair of takkies
- 1 pair of bedroom slippers
- 2 pairs of pyjamas
- 2 sleeping and nightgowns
- 7 or more pairs of underwear/ underpants
- Medium suitcase with wheels
- Laundry detergent (1 pack 3kg)
- 1 Blanket
- 1 pillow with a pillowcase
- 1 fitted and 1 flat bedsheet - Blue for boys/Pink for girls

Toiletries: Toilet bag, toothpaste, toothbrush, soap, face towel, deodorant, lotion

Collection of Boarders

Parents must collect their children during school holidays however if they wish to collect them on Friday, they are more than welcome. If collected on Friday, they must be brought up before 6 pm on Sunday.

Visitation: This is will be on the last Sunday of every month from 2:00 pm to 5:00 pm.

Telephone Calls

Parents can phone the matron's school phone ONLY (Not her phone) from 4:00 pm to 6:00 pm to speak to their child.

Rules and Regulations for Boarders

Boarders are to obey the rules of the following house as follows

- Matrons and staff must be handled with the utmost respect
- Wake-up time: 6:00 a.m.
- Shower, dress by 6:15 am
- Breakfast: 6:00 am to 6:40 am
- Out of boarding house by 7:00 am and no later
- Anything broken is to be reported to the boarding perfect
- Boarders can only leave the school grounds and back to the boarding house by 4:00 pm. **NOT EARLIER**
- Dinner: 7:00 pm
- Lights out at 8:30 pm
- Nobody is allowed to enter the kitchen after lights out
- Nobody is allowed in the boarding house during school hours
- No eating or drinking in the TV room.
- No earphones, cell phones, speakers, or tablets are allowed in the boarding house.
- All boarders must attend after-care.
- Clothing must be clearly labeled with the border's name.
- Laundry must be handed in on Wednesday and Saturday morning to be washed. If not handed in, washing will not be done.
- Boarders are to wear the correct school uniform even when attending after-care.
- No fighting
- No swearing
- No Bullying
- No making noise and running around during sleep time.
- No vernacular language in the boarding house. English is the official language at school.
- Any boarder skipping classes will face serious consequences.
- No wearing each other's clothing, shoes etc.

Section 4: Boarding School Fees 2025

Please find the school fee structure for 2025 below. Should you have any inquiries, please get in touch with the school at riverparkinternationalschool@gmail.com or Call/WhatsApp: **+27-648-207-937**

• ADMINISTRATION FEES

NON-REFUNDABLE REGISTRATION FEE Payable on submission of application	R1,000
GRADE R	R1,000
GRADE RR	R1,000
GRADE RRR	R1,200

- **SCHOOL FEES**

AGE GROUP	MONTHLY FEE X 12	FIXED TERMLY	ANNUAL FEES WITH DISCOUNT PAYABLE BEFORE 31ST JANUARY
GR.R (BOARDING + SCHOOL FEES)	R6,000	R18,000	R72,000
G.R (BOARDING + SCHOOL FEES)	R6,500	R19,500	R78,000
GRADE: 1 (BOARDING + SCHOOL FEES)	R6,900	R20,100	R73,700
GRADE: 2 (BOARDING + SCHOOL FEES)	R6,900		R75,900
GRADE: 3 (BOARDING + SCHOOL FEES)	R7,100		R85,200

PAYMENT METHODS 2025	
METHOD 1	Annual payment in advance before 31st January 2025
METHOD 1	EFT Payment due monthly on or before the 2nd of every month.
METHOD 1	Cash payment at the school on or before the 2nd of every month.

- ***Please note that all payments made need to have the student's full name and Grade. Payments made without this cause administrative delays in updating account information.***
- ***All Proof of payment needs to be sent to riverparkinternationalschool@gmail.com***

Section 5: Learner's Medical Details

Blood Type: O+ ☐ O- ☐ A+ ☐ A- ☐ AB+ ☐ AB- ☐ B+ ☐ B- ☐

Family Doctor

Name Tel. Number

Address

Medical Aid

Name Member Number

Main Member Initial and Surname

Main Member ID Number

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Has the learner received all required immunisations? Yes ☐ No ☐

If no, please state the reason below;

Has the learner suffered from any of the following illnesses? please indicate with an X

Asthma		Entic Fever		Measles	
Chicken Pox		German Measles		Mumps	
Diabetes		Hepatitis		Polio	
Diphtheria		Malaria		Rheumatic Fever	
Scarlet Fever		Tick Bite Fever		Typhoid Fever	
Whooping Cough					

Does the learner suffer from any allergies? Yes ☐ No ☐

If yes, Please provide the details below:

Does the learner have any special medical needs?

Yes ☐ No ☐

If yes, Please provide the details below:

Does/has the learner have suffered any other illnesses/disabilities?

Yes ☐ No ☐

If yes, Please provide the details below:

Is the learner receiving treatment for any condition? Yes ☐ No ☐

If yes, Please provide the details below:

Has the learner had any operations? Yes ☐ No ☐

If yes, Please provide the details below:

Section 6: Learner's Medical Details - Consent

In a critical medical situation, please bear in mind that there might not be enough time to refer to the learner's records. The school, therefore reserves the right to utilize the quickest and safest service available.

I, _____, being the parent/guardian of _____, hereby agree that a medical practitioner may provide emergency treatment as may be necessary.

Signature

Date

Section 7: Personal Details of father, stepfather, or legal guardian, mother, step mother

Full Names on ID:

ID Number:

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Designation: Mr. ☐ Mrs. ☐ Ms. ☐ Dr. ☐ Rev. ☐ Prof. ☐

Relationship

Marital Status

Occupation

Employer

Residential Address

Work Address

Postal Address

Tel. Home:

Tel. Work:

Cell:

Email Address:

Parental Status: Learner living with female parent ☐ Learner's legal guardian ☐

Access rights to learner ☐ Access rights in emergency only ☐

Section 8: Emergency Contact Details (Not Parent)

Full Names on ID:

Relationship:

Email Address:

Tel. Home:

Tel. Work:

Cell:

Section 9: Details (Person responsible for account)

Full Names on ID:

ID Number:

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Designation: Mr. ☐ Mrs. ☐ Ms. ☐ Dr. ☐ Rev. ☐ Prof. ☐

Relationship

Marital Status

Occupation

Employer

Residential Address

Work Address

Postal Address

Tel. Home:

Tel. Work:

Cell:

Email Address:

Parental Status: Learner living with female parent ☐ Learner's legal guardian ☐
Access rights to learner ☐ Access rights in emergency only ☐

Details of children in your care who are currently at this school:

1. Name	<input type="text"/>	GR.	<input type="checkbox"/>	1. Name	<input type="text"/>	GR.	<input type="checkbox"/>
2. Name	<input type="text"/>	GR.	<input type="checkbox"/>	2. Name	<input type="text"/>	GR.	<input type="checkbox"/>

GRADE RRR STATIONARY REQUIREMENTS 2025

LEARNER STATIONARY		
ITEM	DESCRIPTION	QUANTITY
A4 Ream of paper	Tyrek	4
A4 Exercise book (2 quire/ hardcover)	192 pages	1
Colouring in book	A4 - Ages specific	1
Bright board paper	A4 - 50 pages assorted	1
Sellotape	Large roll	1
Coloured paper	A40 - 50 pages assorted colours	1
lead pencil	Triangular/ Jumbo HB	2
Colouring pencils	Triangular/ Jumbo 12 pack	3
Eraser		1
Sharpener	Versatile for both Jumbo and Pencils	1
Glue sticks	Pritt 43g	1
Glitter glue	4 pack assorted colours	1
Water paint	Tray of assorted colours	1
Teddy dough	500g tub	5
Paint blushes	Varying in size	1
Plastic apron		1
Building blocks	1 pack	1
Wooden puzzle	12-24 pieces age appropriate	1
Whiteboard markers	Assorted colours	6
Lever arch file	Large box file	1
Flip file	50 pocket	1
Plastic book covers	A4 slip on	5
Bostic		1
TOILETRIES		
Toilet rolls	2 ply-24 pack	2
Box of tissues	Box of 200	2
Air freshener / Air mist	Aerosol cans	4
Liquid hand soap	Pump Bottles	4
Wet wipes		6
Vaseline	100ml tubs	1
Blanket		1
Pillow		1

GRADE RR and R STATIONARY REQUIREMENTS 2025

LEARNER STATIONARY		
ITEM	DESCRIPTION	QUANTITY
A4 Ream of paper	Rotatrim or Tyrek	4
A4 Plastic Sleeves	1 Pack of 10	1
A4 Exercise book (2 quire/ hardcover)	192 pages	1
Colouring in book	A4 - Ages specific	1
Bright board paper	A4 - 50 pages assorted	1
Coloured paper	A40 - 50 pages assorted colours	1
lead pencil	Triangular/ Jumbo HB	2
Colouring pencils	Triangular/ Jumbo 12 pack	3
Eraser		1
Sharpener	Versatile for both Jumbo and Pencils	1
Glue sticks	Pritt 43g	2
Scissors	No sharp scissors	1
Glitter glue	4 pack assorted colours	1
Water paint	Tray of assorted colours	1
Teddy dough	500g tub	5
Paint blushes	Varying in size	1
Plastic apron		1
Building blocks	1 pack	1
Wooden puzzle	12-24 pieces age appropriate	1
Whiteboard markers	Assorted colours	6
Lever arch file	Large box file	1
Flip file	50 pocket	1
Plastic book covers	A4 slip on	5
Bostic		1
TOILETRIES		
Toilet rolls	2 ply-24 pack	2
Box of tissues	Box of 200	2
Air freshener / Air mist	Aerosol cans	4
Liquid hand soap	Pump Bottles	4
Wet wipes		6
Vaseline	100ml tubs	1
Blanket		1
Pillow		1

REQUIREMMENT LIST FOR 3 MONTHS - 2 YEARS

LEARNER STATIONARY		
ITEM	DESCRIPTION	QUANTITY
Bottles	Juice, Water and Milk	3
Wet Wipes		1
Pampers	Pampers four for the day	4
Powdered Milk		1
Changing clothes	2 pairs	2
Face cream and Vaseline		1
Face towel		1
Blanket		1
Pillow	1 year- 2 years	1
Air freshner	Aerosol Can	4
Colouring Book	1 year - 2 years	1
Colouring Pencils	Triangular /Jumbo 12	2

LEARNER ADMISSION CONTRACT

I am aware that RIVERPARK INTERNATIONAL PRESCHOOL is a private and fee-paying school.

"School Fees" - means the amount contained in the Fee Structure or a different amount determined by the learner Admission application. The school fees shall escalate annually as notified by the school to the parents on or before 1st December of the preceding school year. Should a learner board at the school hostel and/or attend aftercare, the parents must complete the relevant sections of the admission application form. To avoid doubt, the relevant hostel and/or aftercare fees shall be included in the amount referred to as school fees.

I am aware that no refunds of school, registration, Admission, and aftercare fees, as well as fees paid in advance, will be made should I decide not to let my child/children attend the school after signing the agreements.

The Parents will not be entitled to any reduction or refund in respect of school fees or additional fees for any period that a learner is under suspension or should the learner be expelled unless determined otherwise at the sole discretion of the school.

A Learner will not be allowed to attend school at the beginning of the first term, of any school year until all amounts which are due for payment before the beginning of the first school term of the school year have been paid.

The amount due will include, in the case of a school year, all overdue amounts that remain unpaid from the previous school year by the parents (including any legal costs and other costs incurred by the school to recover school fees) in terms of the Learner Admission Contract.

This is a 12-month contract from January to December. However, should your child/children be coming back to Riverpark International Preschool for the new academic year this existing contract will be regarded as a new one for the forthcoming academic year.

"Account Holder" - means each of the person/s referred to in the admission application form as the Account Holder and shall include parents, who accordingly accept joint and several liabilities to the school for the payment of the school fees, Additional fees, Registration fees (where applicable).

"Enrolment or Registration Fee" -- means a fee payable by all new Account holders enrolling at the school, which in terms of the relevant Riverpark International Preschool Policies, is non-refundable:

- School fees are divided over 12 months January to December, including holiday months i.e., January, July, and December.
- School fees are to be paid in advance, either annually, termly, or monthly (on/before the second day of each month), as set out in the fee structure.
- Once the learner has been admitted to the school the Parents are liable for the full year's school fees for the specific year. The parent may pay the School Fees in monthly installments but must be aware that should the parent default, they will be liable for the full year's school fees with interest. No arrangements will be made.
- Learners will be de-registered until the monthly fee is paid in full.
- The learner's place in the school will be kept for one month thereafter termination of the contract will proceed if no payment is forthcoming.

- If school fees are paid in full by the 31 January of the latest academic year a one month's discount will be given (i.e., pays for 11 months instead of 12 months).
- No child will be permitted in the school if the necessary school fees are not paid in full by the 2nd of every month.
- No report cards or transfer cards will be issued if school fees are not paid and are in arrears.
- Learners are to give termly notice should they wish to leave our school. The full-year school fees with interest will be billed to the parents who default and disappear with no notice.
- Failure to leave without a written warning the account holder will be liable for the outstanding school fees
- Once a learner has been admitted as a boarder, the monthly school fees include both the boarding and the school fees and are payable in advance at all times
- Learners cannot leave boarding school during the course of the year to day school before 12 months.

Important Information

Aftercare Fees

Aftercare fees for 2025 **include** the following:

- Supervision
- Limited homework support

Aftercare fees for 2025 exclude the following:

- . Specialist subject and homework support

We the undersigned, have read the contents of this Learners Admission Application Form, and we declare that we understand the content thereof and agree to be bound by its terms and conditions.

NB: The signatures of the account holder and both parents and/or legal guardians are required where applicable

Signature of Account Holder

Date

Signature of Father/Stepfather/Legal Guardian

Date

Signature of Mother/Stepmother/Legal Guardian

Date

Obligation of Parents

The parent must assist the school by ensuring that:

- They fulfill all of their obligations contained in this Learner Admission Contract. They encourage and assist the learner in his/her studies by giving appropriate support at home.
- They maintain a positive and respectful relationship with the school, its learners, and all the staff.
- They attend meetings when requested by the school and keep communication with the school open, informing the school of any matters that affect the well-being of the learner.
- They provide the school with any changes to the Parent and/or Learners personal information that is contained in the admission application form including change of address and/or contact numbers, within two weeks of becoming aware of changes.
- They confirm that all of the information that they have provided/will provide to the school is both true and correct. Should Parents withhold information from the school, and the information is considered important and relevant by the school, the school, may elect to cancel the Learner Admission Contract.
- They inform the school in writing and before the learner attends school, of a learner's special education needs, whether physical, including hearing impairment, visual impairment or neurological impairment behavioral emotional, or any other medically assessed special need.
- They acknowledge and accept full responsibility for the learner after the notified finishing time of any particular school day or school-related activity time or even, whether the Learner is on School Premises or not.
- They acknowledge that they have read and understood each of the Riverpark International Preschool Policies, the School Rules and Regulations, and the School Disciplinary policy relevant to this Learner Admission Contract and agree to abide by the terms and conditions contained therein. Furthermore, they agree to abide by any other school rules that the school may prescribe from time to time. The parents will ensure that the learner, any other guardian/parent of the learner, the Account Holder, or any person who has rights of control and makes decisions in respect of the School Rules. The parents agree to support the school and the conditions/rules contained in the Mel Policies and school rules. The school shall ensure that copies of the aforementioned policies are available, free of charge at the school office.

We the undersigned, have read the contents of this Learners Admission Application Form, and we declare that we understand the content thereof and agree to be bound by its terms and conditions.

Signature of Account Holder

Date

Signature of Father/Stepfather/Legal Guardian

Date

Signature of Mother/Stepmother/Legal Guardian

Date

Rules and regulations of Riverpark International Preschool

Attire

1. School Uniform

- Upon enrolment, the school will liaise with parents and guardians regarding the ordering of its uniform. The school has high expectations of wearing right uniform colors, with all clothing to be worn correctly and cleaned frequently. There are both winter and summer uniforms.
- It is compulsory that all learners from 3 years upwards wear the correct uniform.
- A sloppy, untidy appearance will not be tolerated.
- Serious or respected infringement of the uniform will result in the removal from class until his/her appearance is satisfactory.

2. Nails

- Nail Polish is not allowed
- Learner's nails have to be kept short, neat, and tidy.

3. School Hours

- 3 months to Grade R: 5:30 am - 8:00 pm
- Aftercare 1:00 pm to 6:00 pm

4. Late Coming

- Children are to be at school no later than 07:15 am. 08:00 AM
- The gate will be closed at 08:00 am and learners are to come to reception so that they can be taken to their respective classes.

5. Absenteeism

- If a child is absent from school a telephone call should be made to the school by latest 08:30 am on the day of his/her absence.
- A medical certificate is required for a period of more than 3 days.
- Parents are asked to avoid making appointments during school hours.

6. Class Rules

- Learners are to adhere to the classroom rules and if not abiding to them they will be given demerit points.

7. Injury or illness during school hours

- If a learner gets hurt or becomes ill during school hours, it will be reported immediately to the office.
- A third party with the parent's confirmation, may fetch that said learner from school.

8. Hair

- In general school policy asks that it be kept neat and well maintained, with short natural style for males. Beaded hair is not allowed.

School Policy

9. Collecting Learners

- Only biological parents (or by arranged transport are allowed to collect the child, unless prior arrangements have been made with the school otherwise the child will not be released.

10. Medicine

- Medications, as prescribed by a doctor/physician, are permitted on school premises.
- Our teachers are fully engaged in instructional activities and are unable to administer medication to students.
- If a child is unwell, they should remain at home until they are well enough to attend school. However, necessary medication may be allowed

11. Accidents

- Should anything happen to the child while on school property or in an organized execution (i.e., trip, etc.) the school, principal, or individual teachers will not be held responsible, however reasonable precautions will be taken for the child's safety.

12. School fees Defaulters

- Parents who default on school fees accounts will be handed over to the attorneys, and all interests accrued will be added to the parent's account.

13. Appointment with educators

- Parents are requested to make appointments with the educators through the administration staff. Please note educators will only be able to see parents before and after school.
- Once an appointment has been confirmed, please arrive for it. If for some reason you are unable to keep the appointment, please inform the school as soon as possible.

14. School Telephone

- Learners are allowed to use the school landline in case of an emergency by asking the administrative office to contact their parents.
- These calls are free of charge.
- School contact number for calls and WhatsApp: +27-648-207-937.

15. Annual review

- The school rules and regulations will be renewed and updated (if necessary) to keep abreast of the changes in society and the educational environment in which the school operates.

16. Photo/Picture Policy

During your children's attendance at Riverpark International School, we will be taking random photos, pictures, videos, etc. of your children which will be used for school purposes.

17. Conclusion

The success and implementation of these rules and regulations rely and depend heavily on the cooperation received from learners, parents, and teachers alike and more details are in the school's Code of Conduct.

We the undersigned, have read the contents of this Learners Admission Application Form, and we declare that we understand the content thereof and agree to be bound by its terms and conditions.

NB: The signatures of the account holder and both parents and/or legal guardians are required where applicable

Signature of Learner

Date

Signature of Father/Stepfather/Legal Guardian

Date

Signature of Mother/Stepmother/Legal Guardian

Date