

**BOSTON PRIMARY SCHOOL**  
**CONDITIONS OF ENROLMENT**  
**GRADE R TO 7**

**Documents required for enrolment for Grade R to 7:**

- A fully completed and signed Application Form;
- A certified copy of the learner's Birth Certificate with both parents' information recorded on the document;
- A certified copy of both parents' Identity Documents;
- A certified copy of proof of both parents' employment status/income;
- A certified copy of proof of residence;
- A certified copy of the learner's immunization history;
- A certified copy of learner's most recent Assessment Document if enrolling for Grade 2 to 7.

**Conditions of Enrolment for Reception Grade Learners:**

- 1 The Reception Grade Class (Grade R) operates under the control of the School Governing Body which is responsible for all funding involved including the salary of the Educators. Limited financial assistance is received from the Western Cape Education Department. Enrolment may be cancelled or suspended with immediate effect if it is considered in the interests of the School e.g. through poor conduct or non-payment of moneys.
- 2 Supervision of the daily running of the class and the programme of work is under the control of the Principal. The approach and curriculum followed is similar to that of the Western Cape Education Department.
- 3 Application for Admission is made on the prescribed form and acceptance will be according to the Admission Criteria set by the School Governing Body.

Admission Criteria:

- The prevailing requirements stipulated by the Western Cape Education Department shall apply.
  - Applicants must be age appropriate, i.e. the child must turn 6 years old in the year that the child is in Grade R. Preference shall be given to applicants who will be of compulsory school-going age the following year.
  - Preference shall be given to applicants who have siblings enrolled at Boston Primary School.
  - Prospective parents and learners must abide by the Code of Conduct established by the School Governing Body.
  - Prospective parents / guardians must agree to meet the financial obligations as determined by the Governing Body in respect of learners enrolled into this and other classes in the School.
- 4 Parents must agree to the Conditions of Enrolment.
  - 5 A prescribed School uniform is not worn.
  - 6 Hours of attendance: 08:00 – 12:30.
  - 7 Learners brought to the Reception Grade Centre earlier than 07:45 or fetched after 12:45 will not be supervised. A separate application must be made for Early Morning Care or After-School Care.

- 8 Fees payable:
- Upon notification of acceptance, the parent must confirm the child's attendance on the prescribed form, within the time stipulated. This confirmation must be accompanied by a non-refundable stationery fee.
  - In addition to the non-refundable stationery fee, the monthly fees are payable in advance on the first working day and before the 7th of each month from February to November.
  - Details of a monthly debit order system are obtainable from the School.
  - One calendar month's written notice must be given in the event of the child leaving the School.
- 9 Learners must report personally to the Educator on arrival at Class each day.
- 10 Learners must be fetched personally from the Educator and are not allowed to wait at the gate or meet parents/transport at the car.
- 11 Parents must notify the Educator in advance should an alternate adult fetch their child.

**Conditions of Enrolment for Grade 1 to Grade 7 Learners:**

- In terms of a decision taken by the School Governing Body, the classes at Boston Primary School should not exceed 30 learners.
- Exceeding this number will be at the discretion of the Principal.
- The learner must be age appropriate for the Grade for which application has been made. Compulsory school-going age for Grade 1 is 7 years, i.e. the child must turn 7 in the year that the child is in Grade 1.
- The current Grade R learners at Boston Primary will be given preference for enrolment in Grade 1.
- The learner's home language must be English. This is the language of learning and teaching from Grade R to Grade 7 at Boston Primary School. Afrikaans is offered as the School's First Additional Language from Grade 1 to Grade 7.
- Preference will be given to learners who have siblings (brothers/sisters) at Boston Primary School.
- Applications will be considered in chronological order.
- As Boston Primary School is a fee paying school, the parents of prospective learners are required to complete and sign undertakings to pay the specified Tuition Fees as determined by the School Governing Body.
- Once a learner has been accepted at Boston Primary School, parents are required to pay a stationery deposit which will be determined by the School Governing Body. This is not an admission, placement or registration fee. It is a pre-payment for specific items required by new learners. The items will be purchased by the School and distributed to learners.

*2020/01/01*