

# Application of Admission 2025



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4 Grietjie Street  
Dassierand  
Potchefstroom  
Cell no: 076 902 5200

Date of Application:

Full name:

Surname of child:

Gender of child:

Date of birth:

Residential address:

Contact number:

Home Language:

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Name of mother:

Surname of mother:

Occupation:

Cell no (W):

Cell no:

Name of father:

Surname of father:

Occupation:

Cell no (W):

Cell no:

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Family set up (Mark with check):

Complete:

Single Parent:

Grandparents:

Foster care:

Divorce:

Name of Contact person (Incase of emergency):

Relationship:

Tel no (W):

State any chronic illness or other defects:

State any Allergies:

Responsible person to fetch child after school:

Will child make use of the school facility: Half day (12:30)

Full day (17:00)

I hereby understand to pay school fees punctually in advance as agreed and to adhere to all the school rules as stipulates

Signature:

Date:

## Rules of Busy Bee Learning Hive



Banking Details:

FNB (Business Cheque)  
ACC No: 62941730104

**Please use your child's name as reference when making payment**

### Arrival and Departure Times

Children are received personally as from 07h00.

**Please note: The children may not be left at the gate but must be handed over to the person on duty.**

Departure time is from 12h00 - 12h30 for half day and 16h30 for full-day.

Children are not sent to waiting cars but must be fetched personally by their parents.

Parents are requested not to be late; as it upsets a young child terribly if all the other children left and he/she is kept waiting.

### Food and Refreshments (PLEASE TAKE NOTE)

The child must bring his/her own lunch, mid-morning and mid-afternoon snacks. Unfortunately, sweets are not allowed.

### Notice of Absence

Parents are kindly requested to phone if a child will be absent.

Children with contagious diseases must be kept home until the disease has cleared up.

### Clothing 2-5 year old:

Parents are requested to see to it that children wear clothes in which they can play comfortable and which may be dirtied.

The day's work included playing with paint, sand and mud, and smart clothes may prevent a child from taking part in these important activities.

Young children are encouraged to be independent and parents must ensure that clothes can easily be removed by the children themselves.

### ALL LEARNERS

During toilet routine "accidents" are likely to occur and a set of clean clothes should always be available.

### Note

All items: Clothes, food container, fruits must be clearly marked and placed in a schoolbag bearing the child's name on a daily basis.



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## **Birthdays**

A birthday is a great event in every child's life and others love to share in it. Mothers may arrange beforehand to bring refreshments on the day and they are also welcome to stay and enjoy the party.

## **Outings:**

Outings are undertaken regular and parents will be informed of this in writing in advance. Written permission from parents is required before children are taken on any outing.

## **Fees:**

- a) Fees are payable monthly in advance. No refunds will be made for absence.
- b) One month's notice is required if a child is taken out of the Centre.
- c) Notice of cancellation is not accepted in October for November.

Busy Bees Learning Hive is a private institution therefore payments should be made for a period of 11 months

## **Problems and Personal Appointments**

Parents are most welcome to discuss any problems.

A personal interview can be arranged so that parents and personnel may talk undisturbed.

Please note that you, as parents, will be expected to become involved in your child's education and to support all functions or projects of Busy Bees learning Hive.

## Tariffs and Requirements 2025



**SCHOOL FEES SHOULD BE PAID ELECTRONICALLY VIA DEBIT ORDER/EFT.**

### **NEW LEARNERS**

**Application date for new learners 2-5 years olds will be as from 1 June 2024**

**A non-refundable R1 100.00 registration fee as well as the first month's school fee of R1 800.00 (including weekly Sport Skills) is payable immediately with application.  
(R 2 900-00)**

**Learners who are not yet fully potty trained and 2years - 3years: Non-Refundable R1 100.00 registration fee as well as the first month's school fee of R1 800.00 (R2 900.00)**

The learner's application will be processed as soon as the fees are deposited into the bank account of the centre.

The school fees for February 2025 should be paid on 15 January 2025 or anytime between 15 January 2025 and 31 January 2025.

### **The following is required from the new learners:**

- Certified copies of child's I.D/birth certificate
- Copy of Clinic Card
- Certified copies of parents/guardians I.D.'s
- Please take note: if the learner is not a South African citizen a permit is required before he/she may be admitted into the Centre.

**A non-refundable R1 100.00 registration fee and the first month fees of R1800.00 per child is payable from 30 November 2024 not later than 31 December 2024.**

If the registration fee of R1 100.00 is not paid before 31 December 2024 the Centre will see it that you are not interested in having your child in Busy Bees for 2025.

The Centre cannot guarantee that there will be space for your child for 2025 if the fees are not paid. The school fees for February 2025 should be paid on 15 January 2025 or anytime between 15 January 2025 and 31 January 2025.



## **School fees per month**

Full Day (07h00-16h30)

2 years- 3 years: R 1800.00

3-5 years olds: R1800.00 **(INCLUDING SPORT SKILLS DEVELOPMENT R160.00) Half Day (12h00): R1 400.00**

## **Day to Day Visit**

Full day: R100.00 Half day: R80.00

Overtime fee: R50.00 per every 51 minutes and is payable at the end of the month.

## **Total Single Payment 2025**

**Fees for the Year: 2-5 years R 19 800.00 p.a.**

5% discount if fees are paid in full for the year by the end of March 2025.

Total: 2-5 years R 19 910 (R18 810+ R 1100.00 registration)

## **The following Items are required for all Learners**

- 2X toilet roll + 1X box of tissues (200) + wetwipes ( 72 / 80 ) 1x handwash or Dettol (at the beginning of each term)
- 1X Flip Top Water Bottle
- 1X ream of A4 paper per year (4 and 5 year classes only)
- 1X bottle of Jik or Handy Andy or Dishwasher (at the beginning at each term)
- 2X Flipfile (30pages)
- 2X thin colouring book

**All items must be ready for use when the Centre re-opens. PLEASE WRITE YOUR CHILD'S NAME ON EACH AND EVERY ITEM**

## Extramural Activities



If any learner from our Centre is involved in extramural activity (swimming, gymnastics etc.) agreement should be signed and the Centre indemnifies itself from any liability of the activity.

The school and governing body is also exempt from any claims arising from any event in connection with the extramural activities.

Signature:

Date:

# Indemnity of Governing Body



I, (Parent's full Name and Surname)

Cell no:

Of (my child)

hereby ask the staff of

Busy Bees Learning Hive to act in my place whilst my child is in their care or on the premises of Busy Bees. I hereby indemnify the Executive Committee and staff members against any loss of or damage to my child or her belongings. I also agree that in a medical emergency, when unable to contact me, the staff may make decisions on my behalf. I agree to take responsibility for any costs as a result of this.

We belong to a medical aid, namely;

Medical Aid Reference Number:

Doctor:

Member of Medical Aid (Surname and initials)

Parent/ Gaurdian Signature:

Date:

# Contract of Agreement with Parents



I, \_\_\_\_\_ (parent name and surname)

agree to deposit via debit order/ EFT School Fees of R1 800-00 monthly on the date I receive my income. Fees will be payable for a period of eleven (11) months on a monthly basis regardless of the circumstances which may be out of control.

Take note that Busy Bees Learning Hive reserves the right to terminate a contract between the school and parents in event of none payment of school fees without reasonable justification as stated on the contract. I have read and understand the conditions.

I have read and understand the condition

Parent:

Principal:

Date:

Please indicate when school fees will be paid:

Day: January - November 2025