



Anybody becomes somebody special!
Knowledge Empowers!

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ADMISSION POLICY

VISION

To be the Primary School of choice in the Fort Beaufort district in terms of excellence in Education as well as best value for money.

MISSION STATEMENT

To provide a dynamic educational environment in which each learner is provided with the opportunity to learn and develop uniquely.

OUR MOTTO

@ Kidio anybody becomes somebody special, knowledge empowers.

1. AIM OF THIS DOCUMENT

The aim of this document is to monitor and facilitate admission to the school. This also reflects our agreement with the Eastern Cape Department of Education to ensure quality education for each learner.

2. ADMISSION TO THE SCHOOL:

2.1 As a private school Kidio Preparatory School strives to provide in every educational need of learners, without discriminating in any way.

2.2 The school can request a test to certify the learner's readiness for the specific grade.

2.3 The school will only accept learners whose parents endorse the financial policy, code of conduct and mission of the school.

2.4 Although we expect parents and learners to respect this specific character and tradition of our school, no learners with different religious beliefs will be excluded.

3. RESPONSIBILITY FOR THE ADMINISTRATION OF ADMISSION:

The management committee is responsible for the administration of admission to the school.

4. WHO MUST REGISTER?

4.1 Learners must register according to age groups in which Kidio Preparatory School specialise.

4.2 Compulsory attendance

4.3 All new learners

4.3.1 All new learners applying for Grade 1-7 will be required to pass an age appropriate admission test.

5. CHANGING OF SCHOOLS:

Kidio Preparatory School do not favour learners out of any specific area. Preference will be given to learners of the same family where older learners already attend the school.

6. COMPULSORY ATTENDANCE:

6.1 Each parent who is responsible for children must see that these children attend school from the first school day of the year in which the child turns 7 until the last day of the specific year.

6.2 If parents neglect or fail to enrol such a child for school for certain periods, he/she will be guilty of a crime and can be punished if found guilty by law.

7. DOCUMENTS NEEDED FOR ADMISSION

7.1 A signed, completed admission document.

7.2 A transfer document

7.3 Copy of ID documents of parents.

7.4 Copy of clinic card of learner.

7.5 Reports (Occupational Therapist, Psychologist etc.)

7.6 As soon as the learner is admitted to Destinatus, profiles or confidential information will be requested from previous schools.

7.7 Copy of Birth Certificate.

7.8 Copy of Medical Aid Card.

7.9 4 x I.D. photos of learner.

7.10 School fees clearance certificate.

7.11 Proof of residence.

7.12 Copy of SASSA card.

7.13 Copy of payslip.

7.14 Copy of Transports I.D.

9. SCHOOL FEES:

9.1 At admission parents must sign an agreement to state that they accept the following:

- Authority and discipline of the school as included in the Code of Conduct.
 - Responsibility for financial matters as stated in the Financial Policy.
 - If these admission requirements are not met during the learner's school career, Management can reconsider the continuous attention of school by the learner.
 - Promotion Policy, school fees are payable for 12 months of the year.
- Exceptions to above will be handles by the executive management.

School fees, as determined by Management committee and as stated in the financial policy, is compulsory and has to be paid in advance by parents or the responsible person. The owner of the school is responsible for the rent of the buildings, teachers' salaries and all working expenses of the school.

10. LANGUAGE POLICY:

Our medium of instruction is English and Afrikaans First Additional Language. In cases where children are Xhosa- or Zulu speaking (or any other language) we can expect learners to do a language ability test.

At admission parents must sign an agreement to state that they accept the following:

- Authority and discipline of the school as included in the Code of Conduct.
- Responsibility for financial matters as stated in the Financial Policy.
- If these admission requirements are not met during the learner's school career, Management can reconsider the continuous attention of school by the learner.

Exceptions to above mentioned will be handled by die executive management.

This policy has been adopted:

Date

Place

EDUCATORS: _____

PRINCIPAL: _____

CHAIRPERSON (management committee): _____