

Sancta Maria Junior School

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Sancta Maria Convent
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TERMS OF AGREEMENT BETWEEN SANCTA MARIA JUNIOR SCHOOL AND

Dr/Mrs/Mr/Miss _____
(Parent/Guardian)

(Learner's full names and surname)

(Learner's date of birth)

Since the parent/guardian is desirous of having the learner admitted to Sancta Maria Junior School, the parties hereby record the terms and conditions on which the learner will be educated by the school.

The parties therefore agree as follows:

1. SCHOOL FEES:

- 1.1 The annual school fees for **2025** will amount to **R19 800.00 plus book fees** and shall be payable by the parent/guardian to the Admin Board of Sancta Maria Junior School.
Fees may be paid as follows:
 - 1.1.1 per year **in advance** with a 5% discount on school fees only if paid on/by 28th February.
 - 1.1.2 per month **in advance**, on /before the 7th of each month from January to November an amount of R1 800.00 per month.
 - 1.1.3 **All fees must be paid by the end of each term.** Failure to comply could result in the child being asked to leave the school. The parent/guardian will still be liable to pay school fees for the month in which the child was asked to leave.
- 1.2 The Board also reserves the right to have the child removed from class should the parent not pay school fees on time.
- 1.3 As per Admin Board directive, R50 per month (for the first two months), will be added to outstanding accounts. Thereafter your child may be suspended.
- 1.4 In the event of the parent/guardian failing to pay fees, legal action may be taken to recover the amount outstanding. Once you have been handed over to the lawyers you will no longer be able to pay fees at school, you will have to make all payments at the lawyer's offices. You will also be liable for **all legal fees**.
- 1.5 The Board reserves the right to blacklist anyone who owes the school a considerable amount of money.
- 1.6 If there are circumstances beyond the parent's control, then the parent/guardian may approach the Board in writing via the school secretary, for an extension of time for payment.



Catholic
Education



- 1.7 In a memorandum submitted by Chief Directorate of Legal and Legislative Services at the Department of Basic Education dated 07/03/2014, it is stated that as an independent school, Sancta Maria Junior School reserves the right to expel, suspend and withhold report cards of learners due to non-payment of fees.

2. REMOVAL OF LEARNER FROM SCHOOL:

The parent shall give three months' notice before removing the learner from the school. The parent will be liable for the school fees for said months if notice of the child's removal is given after the 7th of that month. The parent will be obliged to do this irrespective of the reasons for the removal of the learner.

3. UNDERTAKING BY PARENT:

I agree to:

- 3.1 indemnify the school and its employees and officials against any injury, harm or other loss caused to any person, resulting from the conduct of the learner.
- 3.2 Exempt the school, its employees and officials from liabilities incurred on account of any injuries suffered by the child and I give my consent that the school officials or any of its educators may consent to any operation or medical treatment deemed necessary should such consent be required for medical reasons on an urgent basis, and/or should it not be possible for the parent of the learner to be approached immediately, with the following exceptions:
- _____
- _____
- 3.3 have the learner immunized against all normal infections and/or contagious diseases, and to submit proof of such immunization.
- 3.4 **mark all learner's clothing clearly.**
- 3.5 supply the learner with the correct uniform.
- 3.6 exempt the school from any liability for the loss or damage of articles brought onto the school property.
- 3.7 provide written proof of learner's absence from school by submitting a letter or a doctor's certificate.
- 3.8 abide by the school rules.
- 3.9 support the child in his/her endeavours regarding school work and extra curricular activities.
- 3.10 support school functions.
- 3.11 ensure that the child maintains the academic standards set for him/her.
- 3.12 uphold and maintain the ethos of the Catholic school system. My child may take part in the RE activities of the school.

4. In Conclusion:

The school in return will ensure that your child receives an education which will enrich him/her academically, spiritually, physically, according to the sound Dominican policy of educating the whole person. All this should equip the child to be a worthy and worthwhile citizen of our country.

Signed this _____ day of _____ month
in the year _____

Signature of Parent/Guardian _____

Witness 1 _____

Witness 2 _____

ID No of Parent/Guardian _____