



# Welcome to Coram Deo Christian Academy!

*Coram Deo* is a Latin phrase translated "*in the presence of God*" from Christian theology which summarizes the idea of Christians living in the presence of, under the authority of, and to the honour and glory of God.

## What We Offer

- Biblical Word-Based Education
- Respect for the WORD of God, for God and for others
- Academic Excellence
- System of Mastery
- Individualised Education
- Daily Goal Setting
- Building Biblical Character based on 60 Character Traits of Jesus Christ
- An environment of love and care

Coram Deo Christian Academy is a Christian School using the AEE (Accelerated Education Enterprises) Curriculum. This allows the student to move ahead at his/her own pace as they master the work. This curriculum satisfies the RNCS which satisfies the core curriculum as set out by the Education Department. The curriculum focuses on the individual learner, so age groups may be on different PACES. A system of mastery is in place enabling the learner to cover all work adequately before moving on to new work. Learners are required to complete 80 PACES per year to cover one year's work.

## Mission Statement

Offering your child sound and biblical education. Giving them spiritual, economic and academic tools necessary to set them on the path of success to achieve their God-given potential.

## Mission

Our mission is to glorify God through the training and nurturing of students in their spiritual, academic, physical, emotional, and social development. This is achieved through a Christ-centered education based on biblical truth, which leads to the formation of the character of God within. God's character imparts wisdom, knowledge, and love, helping our school community develop a world-view that will impact the world for Christ.

## Statement of Faith

We believe in:

- The inspiration of the Bible in all parts and without error in its origin;
- The one God, eternally existent Father, Son and Holy Spirit, Who created man by a direct immediate act;
- The pre-existence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to Heaven, and the second coming of the Lord Jesus Christ;
- The fall of man, the need of regeneration by the operation of the Holy Spirit on the basis of grace alone, and the resurrection of all to life or damnation;
- The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, witnessing of His saving grace through the ministry of the Holy Spirit.

## Vision

- To communicate the message of salvation, faith in Christ, and a redeemed life through Jesus Christ.
- To glorify God through the training of students in spiritual, academic, physical, emotional, and social development.
- To provide a Christ-centered curriculum based on biblical truth that will result in clear, critical thinking and a Christian world-view.
- To provide an educational experience leading to the formation of the character of Christ in the lives of students, which includes wisdom, knowledge, and love.
- To support parents in their primary role and responsibility of training their child.

## Agreement Contents

Welcome to Coram Deo Christian Academy! .....	1
What We Offer .....	1
Mission Statement.....	1
Mission .....	1
Statement of Faith.....	1
Vision .....	1
Agreement Contents .....	2
<b>Part A: Learner Contract</b> .....	3
1A. Interpretation.....	3
2A. General Terms of Enrolment .....	5
3A. Fees and Payments.....	6
4A. Suspension/Termination of Admission and Notice Requirements .....	8
5A. Breach.....	9
6A. Acknowledgements, Waivers and Declarations by the Parents .....	9
7A. Costs, Non-Compliance, and Variations.....	10
8A. Domicilia, Jurisdiction and Whole Agreement .....	11
<b>Part B: Learner Application</b> .....	12
1B. Fees and Accounts .....	12
Fees 2025 .....	12
Other Fees .....	12
Payment Policy .....	12
Cash Payments.....	13
Curriculum Fees.....	13
2B. General Information .....	14
School Hours.....	14
Birthdays .....	14
Valuables and Personal Belongings .....	14
Homework Books .....	14
3B. Code of Conduct.....	15
4B. Person Responsible for Account .....	16
5B. Student Information .....	17
6B. Parent Information .....	18
7B. Applicant's Health History .....	19
8B. Immunization Details .....	20
9B. Consent and Indemnity.....	21
10B. Permission To Use Photographs .....	22

# Part A: Learner Contract

## 1 A. Interpretation

Any of the clauses within the Learner Contract (Part A) and Learner Application (Part B) that appear in bold text may limit the liability of the School and/or require the Parents to indemnify the School and/or place obligations on the Parents. These clauses should be carefully read and noted. The rights and obligations that Parents and the School have under this Learner Contract and Learner Application are in addition to and in no way affect the statutory rights and remedies they have in terms of the Consumer Protection Act or any other legislation. Nothing in the Learner Contract and Learner Application is intended to or must be understood to unlawfully restrict, limit or avoid any rights or obligations created in favour of the Parents, the Learners or the School.

Where the first letter in the word(s) is in capital letter(s) the Parents must refer to clause 1 (one) of the Learner Contract where they will find the meanings of the terms. Unless the context requires otherwise:

1.1 **“Account Holder”** means each of the person/s referred as the Account Holder, and shall include Parents, who accordingly accept joint and several liability to the School for payment of the School Fees, Additional Fees, Enrolment or Registration Fees and Annual Re-registration Fees (where applicable).

1.2 **“Additional Fees”** means any form of contribution of a monetary nature paid/owing by the Account Holder that is not included in the definition of School Fees, Enrolment or Registration Fees or Annual Re-registration Fees. Additional Fees shall include, but not be limited to, bus or travel fees, tablet fees, excursion fees, educational levies, school uniform costs and cost of stationery purchased from the School and the like. Additional Fees may be communicated in an Additional Fee Notice to the Parents and Account Holders at any time during the school year.

1.3 **“Additional Fee Notice”** means a letter provided to Parents and Account Holders by the School, from time to time, setting out Additional Fees not recorded in Learner Contract and Learner Application.

1.4 **“Annual Re-registration Fee”** means, where applicable, an annual fee payable by the Account Holder to reapply and re-register at the School.

1.5 **“Calendar Month”** means any one of the twelve months of the year, calculated from the first day to the last day of the specific month.

1.6 **“Code of Conduct”** means the Coram policy in Part B hereof that describes the conduct the School expects from all its Learners including, but not limited to Learner conduct in the classroom, on the sports field, during all school events, on the school campus and at any other time where a Learner will, through association, be representing the School. The Code of Conduct aims to provide a suitable environment to accommodate learning excellence and to, amongst other aspects, uphold the principles of integrity, honesty, respect, high morals, consideration for others, good manners and punctuality.

1.7 **“Consumer Protection Act”** means the Consumer Protection Act, No. 68 of 2008, and all its regulations, and as amended from time to time.

1.8 **“Coram”** means Coram Deo (Registration number 2016/319547/07, a private company duly registered in terms of the Laws of the Republic of South Africa.

1.9 **“Coram Policies”** means all external policies published as part of the Coram policy structure, as revised from time to time, which are applicable to all schools managed by Coram.

1.10 **“Enrolment or Registration Fee”** means a fee payable by all new Account Holders enrolling at the School and, which in terms of the relevant Coram Policies, is non-refundable.

1.11 **“Learner”** means any child accepted and admitted as a Learner at the School following application for such admission, by the Parents, in terms of an Admission Application Form and the Learner Contract.

1.12 **“Learner Application”** means the standard Admission Application Forms, titled Part B: Learner Application, in relation to the School, provided to and completed and signed by the Parents in applying for the Learner’s admission and to which the Learner Contract is attached, or should a Learner already be enrolled at the School and the Parents have completed an admission form previously then the personal particulars of the Parents, Learner and Account Holder, as set out in that admission form, shall solely be included in this Learner Contract with the exclusion of all other clauses set out in the admission form which have been substituted herein.

1.13 **“Learner Contract”** means this document read together with Part B: Learner Application, the Coram Policies and any School Specific Policies and School Rules. All policies are available to Parents and Account Holders at the relevant School’s office. The Coram Policies are also available on the main Coram website and School Specific Policies and School Rules on the School’s webpage.

1.14 **“Parents”** means each of the persons indicated in the Admission Application Form as the parents and/or legal guardians of each learner referred to in such Admission Application Form and who sign this Learner Contract as the “Parents”. Throughout this Learner Contract reference is made to “Parents” instead of “Parent” or a guardian, and the reason for this is that in many instances both Parents and/or guardians will sign the Learner Contract, and therefore if the Learner Contract is signed by one Parent or guardian only (if a Learner only has one parent/guardian who has care/contact in respect of the Learner), all references in the Learner Contract to “Parents” should be read as if those references are to that Parent or guardian. Account Holders are included in the definition of “Parents” to the extent that the Account Holder may differ from the “Parent/s” as set out in the Admission Application Form.

1.15 **“Parties”** means the parties to this Learner Contract, being the Parents, Account Holder and the School.

1.16 **“School”** means the school operating from the physical address referred to in the Admission Application Form or such different name given to the School from time to time.

1.17 **“Schools Act”** means the South African Schools Act, No. 84 of 1996, and as amended from time to time.

1.18 **“School Fees”** means the amount contained in the Annual Fee Letter or a different amount determined in accordance with the Learner Contract. The School Fees shall escalate annually as notified by the School to the Parents on or before 1 December of the preceding school year. Should a Learner board at the School Hostel and/or attend Aftercare, the Parents will be required to complete the relevant sections of the Admission Application Form. For the avoidance of doubt the relevant Hostel and/or Aftercare fees shall be included in the amount referred to as School Fees throughout the Learner Contract.

1.19 **“School Head”** or **“Executive Head”** means the Principal or, where applicable, the executive manager of the School from time to time, he or she being the individual responsible for ensuring the provision of the Education Services on a day-to-day basis, and includes with reference to any particular Education Service any person to whom the Executive Head has delegated his or her functions in respect of such service.

1.20 **“School Hours”** means those times (of which Parents will be made aware from time to time) during which the School will make available Education Services on the School Premises.

1.21 **“School Premises or School Facilities”** means the grounds and property (including buildings, school fields, furniture, furnishings and equipment) which will be provided to Learners, and in respect of which the access of the general public will be appropriately limited having due regard to the fact that a school will be operating on and from the school premises.

1.22 **“School Term”** means each term of the school year as notified by the School to the Parents from time to time.

1.23 **“School Transport”** means appropriately registered and licensed public transportation services, provided by the School itself, or independent contractors appointed by the School, for use by Learners as a bus service to and from the School (for the avoidance of doubt, the Schools may elect in the sole and absolute discretion whether or not to make the aforementioned transport services available to its Learners).

## 2A. General Terms of Enrolment

2.1 Should the Learner’s application for admission be successful, the School agrees to enrol the Learner upon and Subject to the terms and conditions of the Learner Contract and Learner Application. The School reserves the right to apply for a full credit check on the Parents, including contacting any previous schools that the prospective learner has attended, in order to assess amongst other aspects, the Parents’ financial means in order to assess their ability to satisfy the financial obligations as set out in the Learner Contract. **The Parents hereby authorise the School and/or any of its associates to conduct any credit inquiries on the Parents as may be necessary from time to time. The Parents hereby give the School permission and authorisation to supply consumer credit information to any debt collectors and/or credit bureaux (and in this regard it is recorded and acknowledged by the Parents that the School may transmit to any debt collectors and/or credit bureaux data about this Learner Contract as well as information on the non-compliance with the terms and conditions of this Learner Contract by the Parents).**

2.2 The South African Schools Act established a national schooling system and recognises two categories of schools: public and independent. Public schools are state controlled and independent schools are privately governed. It is recorded that Parents have a wide range of schooling options for their children in South Africa, whether in public schools, independent schools or through home schooling. Coram carries the full financial risk when erecting school buildings and other infrastructure and employing staff members. The costs involved in operating the School are primarily funded by School Fees. In the competitive South African education services market, Coram strives to make available and render a high standard of education as this is expected by both Parents and Learners. The School must accordingly financially budget to achieve and maintain superior quality education and if the Parents are unable to meet their financial obligations in terms of the Learner Contract, the quality of education offered at the School will suffer.

2.3 A Learner shall be enrolled for one academic year only. Each Learner will be required to be readmitted on an annual basis and may be required to pay the Annual Re-registration Fee (where applicable). An existing Learner will be regarded as automatically having applied for re-admission, save for where the School is formally informed that the existing Learner is leaving the School. The Learner’s application will then be considered by the School who may re-admit the Learner at the sole discretion of the School. Re-applications might be unsuccessful in the case of, for example, if the Learner no longer meets the age group for the grade applied for, serious disciplinary issues involving the Learner, or failure on the Learners part to comply with the School Specific Policies and School Rules or the contractual failure of the Parents or the Account Holders. For the avoidance of doubt, the aforementioned cases are not meant as an exhaustive list and in no way limit the School’s discretion to refuse any application for re-admission.

2.4 The Parents of each Learner agrees to sign an updated Learner Contract should the School require them to do so. Furthermore, even though the Learner Contract has been signed by the Parties, the Learner Contract may still be cancelled by the School because of, for example, non-payment of School Fees by the Parents. The Learner may, as a result, not be able to attend the School or if already present may be required to leave the School. A Learner will not be allowed to attend the School at the beginning of the first School 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 which 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 Contract.

2.5 The School reserves the right to contact any previous school that the prospective learner has attended, to obtain a reference for the Learner and the Parents.



2.6 The School shall only be bound by the Learner Contract if it has been signed by or on behalf of the Parent/s and the School. The Executive Head, or his/her duly authorised representative, is collectively authorised by the School to sign the Learner Contract, or any other relevant documentation, on the School's behalf. The School shall however be entitled to waive compliance with the requirement that the Learner Contract be signed by one or more of the Parents or the School. **Should the Learner Contract not be signed by all the Parents it shall not affect or limit the liability of those Parents on whose behalf it was signed.**

## 3A. Fees and Payments

3.1 At the commencement of this Learner Contract, the School Fees, Enrolment and Registration Fees, Annual Re-registration Fees and Additional Fees for each Learner are payable by the date(s) and in the manner and at the place as communicated by the School.

3.2 The Parents agree to reimburse to the School any expenses that the School incurs on behalf of or in relation to the Learner, such as emergency medical expenses. Proof of such expenses will be made available to Parents on request.

3.3 School Fees for a school year shall be determined on or before 30 November and Parents shall be notified of the amount on or before 1 December of the preceding school year. Notification may take place via a written notice, or email, or text message, in terms of the contact details provided for in the Learner Application.

**3.4 Once a Learner has been admitted to the School the Parents are liable for the full year's School Fees for that specific year. The Parents may pay the School Fees in instalments but must be aware that should the Parents default they will be liable for the full year's School Fees.**

**3.5 School Fees are due and owing from the beginning of the school year and if interest may accrue to Parents as a result of the upfront payment of fees, such accrued interest shall be considered to be the School's income. It is specifically recorded that the Parent consents to and acknowledges that they will not be paid any interest that may accrue as a result of the payment of School Fees.**

3.6 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 communication by the School. The Parents may select a particular period and should they wish to change to another payment period, they must request (through the School Office) to the School for such change to be effected. Such proposed change will not become effective until notice of acceptance of such change is given by the School. Should the Parents elect to make monthly payments they authorise the School to set up a debit order against their bank account for the payment of the monthly School Fees. For the avoidance of doubt, where Parents elect to make monthly payments, such payments are apportioned over 12 (twelve) equal monthly instalments (including December). As such even though the Learner does not technically attend school for the full month in December, the School Fees charged in that month represent a portion of the annual School Fees charged and as such become due and payable by the Parent. It should further be noted that the School may, following information obtained from any credit report of the Parent, prescribe a particular payment period for the Parent.

3.7 If the Parents fail to pay any instalment on the due date, contained in the applicable communication by the School, and the School grants them an indulgence of time to make such payment, this shall not be regarded as a waiver (giving up) by the School of their right to insist that all amounts owing be paid immediately or an agreement that the payment dates for the remaining instalments have in any way been extended or altered. The School does not have an obligation to extend any payment date but may do so in their sole discretion.

3.8 School Fees shall escalate at least annually but in exceptional circumstances more regularly. **The School has the right to amend or escalate the amount of the School Fees and/or the payment obligations of the Parents in respect of the School Fees or any other payments on written notice to the Parents.** Should the Parents be unsure as to any of their financial obligations, it is the responsibility of the Parents to contact the School to obtain clarity.

3.9 If the proposed changes in the School Fees referred to in clause 3.8 are not acceptable to the Parents they must, within 7 (seven) days of being given notice, contact the School via email and/or letter and/or telephone. **Should the Parents not accept the proposed changes such Learner's admission to the School will cease with effect from the last day of the School Term, before the increased School Fees are due. For the sake of clarity, such termination will not have the effect of reducing or in any way doing away with any liability for the payment of any School Fees or any other amounts owing by the Parents in terms of the Learner Contract.**

3.10 If the Parents fail to give the required notification referred to in clause 3.9 they will be regarded as having agreed to and accepted the proposed changes and will be liable for the full amount of School Fees as set out in the notice.

3.11 The School may from time to time notify the Parents of Additional Fees which relate to specific activities, outings, stationery, and other items which may be recurring or once off, by giving advance notice to the Parents. The notice will stipulate exactly which activities, events or items the Additional Fees relate to. In the case of an activity/excursion, should the Parents elect to not pay the Additional Fees or should they fail to pay on or before the prescribed due date, then the Learner will not be permitted to participate in such activity. Furthermore, the School reserves the right to not permit a Learner to attend any extramural activities and/or excursions should the Parents not have paid any required Schools Fees and/or Annual Re-registration Fees and/or any other outstanding amounts, that are due and owing to the School.

3.12 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.

3.13 Where there is more than one Parent, the liabilities or obligations of the Parents under the Learner Admission Contract will be joint and several, the one paying the other to be absolved. This means that the person to whom the liability or obligation is owed by the Parents will be entitled to look to all or any one or more of the Parents for the enforcement of its rights and that no Parent will be entitled to resist any claim on the grounds that it is liable or responsible for only a limited share of such claim. The School shall be entitled to hand the overdue account over to its attorneys or appropriately registered debt collectors who may in turn claim all default, administration, and collection costs as contemplated in the Magistrate's Court Act 32 of 1944 that may arise as a result of the Parent/s failure to pay.

3.14 The Parents may delegate the obligation of payment of School Fees and Additional Fees to a third party. The School may however still, at their sole discretion, elect to claim any outstanding amounts from the Parents and not the third party. The School may, at their sole discretion, require a third party to sign an agreement with the School to confirm that they will be responsible for the payment of School Fees and Additional Fees. The School will not accept payment from the third party if a Parent has not signed the Learner Contract.

3.15 The Parties agree that failure by the Parents to settle any School Fees and/or Additional Fees which become due, owing, and payable in accordance with the Learner Contract shall constitute a breach of the Learner Contract. In that event, and without prejudice to any other rights that the School may have, the balance of the outstanding amounts for the remainder of the school year will become due and payable, 7 (seven) days after the date that the notice of breach is sent to the Parents. Should the Parents not remedy the breach then the School shall be entitled to:

3.15.1 Cancel the Learner Contract with the Parents and/or claim specific performance in terms of the Learner Contract. The Learner may be required to leave the School at the end of the School Term in which the default occurred or 30 (thirty) days after the default occurred (whichever is the longer period). This period is to allow the Learner time to find an alternative school. The Parties acknowledge and agree that it is difficult, if not impossible, to fill a vacancy during the school year and should a Learner have to leave, the School will suffer financial loss. Therefore, the Parties agree that the full year's School Fees may be recovered from the Parents based on liquidated damages; and/or

3.15.2 Present a written notice/certificate, signed by the Executive Head, or his/her nominee or the appointed regional accountant, indicating all of the outstanding amounts that are due and owing by the Parents and this shall be sufficient proof of the outstanding amount for the purpose of obtaining judgment (whether by default or summary or provisional sentence) in any legal proceedings. The burden of proof shall be on the Parents to indicate why the notice/certificate is incorrect; and/or

3.15.3 To institute legal steps or legal proceedings against the Parents to recover the overdue amount and all legal costs incurred by them, on an attorney and client scale, including collection commission, to the maximum extent permitted by law; and/or

3.15.4 The School may, without the consent of the Parents, cede, delegate and/or assign all or any of their respective rights and obligations in terms of this Learner Contract to any third party. The Parents herewith consent to such cession, delegation and/or assignment and the result thereof.

## 4A. Suspension/Termination of Admission and Notice Requirements

4.1 Parents may terminate the admission and enrolment of a Learner at the School, after the commencement of the first day of the school year, by providing the School with at least 3 (three) calendar months written notice of termination of the enrolment of the Learner. Should the first day of the month fall on a Saturday, Sunday or public holiday or during any of the school holidays ("non-school day"), such notice must be furnished to the School by no later than the next school day, and that particular notice period will be calculated from the first day of the month during which such notice was received by the School. **Parents will still be liable for the full school years School Fees, but the School, subject to the approval of the Owner/s of Coram, has sole discretion to return a portion of any fees paid upfront or waive certain payments that the Parents may owe, should they pay the School Fees in instalments.**

4.2 Should the Parents wish to terminate the enrolment of a Learner prior to the start of the new school year for which the enrolment is applicable, the Parents undertake to furnish the School with written notice of his/her wish to terminate on or before 7 December of the preceding year. Should the Parents fail to furnish the School with such notice by 7 December, **the School may hold the Parents liable for payment of School Fees equivalent to a 3 (three) calendar month period of the relevant subsequent year.**

4.3 The **School may summarily and with immediate effect, terminate the Learner Contract and admission and enrolment of the Learner, if the Executive Head, or his/her nominee, is, at his/her sole discretion, of the opinion that the conduct and behaviour of either the Parents or Learner is of such an unreasonable nature that it is negatively affecting or is likely to negatively affect the progress of other Learners in attendance at the School, and/or the well-being of any member of the School, and/or the School's reputation and good name. In the case of a Learner, who is subject to a disciplinary hearing as a result of his/her conduct, the School shall be entitled, pending the outcome of a disciplinary enquiry, to suspend the Learner from the School, and pursuant to the outcome of the disciplinary enquiry, to terminate the admission of such Learner in accordance with the Coram Policies and/or School Rules. The Parents shall be liable for the full year's School Fees which shall become due and owing on the date of cancellation of the Learner Contract. The Parents will further be liable for any damage to or loss of School Facilities suffered as a direct result of the Learner's misconduct. The School, subject to the approval of the Owner/s of Coram, has an absolute discretion to return a portion of any fees paid upfront or waive certain payments that the Parents may owe should they pay the School Fees in instalments.**

4.4 The School, by giving 3 (three) calendar months' notice, may terminate the Learner Contract and the admission and enrolment of a Learner if the Executive Head is reasonably of the opinion that the School can no longer provide adequately for any special educational needs of such Learner. The Learner shall be removed from the School at the end of the School Term in which the School provides the Parents with notice. Parents will still be liable for the full school year's School Fees,



but the School, subject to the approval of the Owner/s of Coram, has an absolute discretion to return a portion of any fees paid upfront or waive certain payments that the Parents may owe should they pay the School Fees in instalments.

4.5 The admission of a Learner will terminate automatically on the death of the Learner.

## 5A. Breach

5.1 If the Parents or Learner breach the Learner Contract, Learner Application or Coram Policies, and/or School Rule/s, the School may elect to send them a notice stating that they are in breach. If the Parents or Learner remain in breach for a period of 7 (seven) days after receiving notification that the School requires the breach be remedied, then the School shall be entitled, without prejudice to its rights and at its sole discretion, to follow the procedures as set out in the Learner Contract, and/or School Rules, depending on the nature of the breach, or to cancel the Learner's enrolment and the Learner Contract. Depending on the nature of the breach the Learner may be required to leave the School immediately. The School shall have no obligation to refund any School Fees to the Parents if the Parents remained in breach despite written notice.

5.2 The School may claim payment of all moneys owing by the Parents along with the remainder of the outstanding School Fees for the current school year.

## 6A. Acknowledgements, Waivers and Declarations by the Parents

6.1 The Parents hereby acknowledge and confirm that:

6.1.1 The School reserves the right to apply the consequences of its Code of Conduct, or any other relevant Coram Policies, and/or School Rules, whether the Learner commits a breach on or outside of the School Premises; and

6.1.2 They have familiarised themselves with the nature and extent of the Education Services (which includes sports activities) organised and provided by the School, as well as the School Facilities for the use of Learners and that they are fully aware of the risks and dangers that each Learner may be exposed to as result of his/her participation in the Education Services and use of the School Facilities; and

6.1.3 They undertake to indemnify and hold harmless the School, and/or the Executive Head and/ or any member of staff, and/or any executive committee member, prescribed officer or director of Coram, against any claims arising from or in respect of the theft, loss, damage or destruction of any personal property of whatever nature (including school uniforms, sporting equipment, books, or any other personal possessions) brought onto the School Premises by a Learner (save that this undertaking will not apply to any person in whose care and possession any of the personal property has been placed and the theft, loss, damage or destruction is as a result of gross negligence or intentional damage); and

6.1.4 Unless they specifically notify the School to the contrary, his/her consent to the Learner participating, under supervision, both inside and outside the School Premises in any sports; or activities; or travel to any school activity at another venue; which may result in physical injury, shall be deemed to have been given. The School shall not be responsible for any injury, loss or damage to the Learner or the Learner's property resulting from any of the abovementioned activities, except in the case of gross negligence on the part of the school staff or agents, and the Parents indemnify the School against any claims in this regard; and

6.1.5 They will not withhold/delay payment should the School be in breach of any of its obligations; and

6.1.6 They acknowledge and accept that the School may have to increase the intended number of Learners in a class should a Learner have to repeat a grade; and

**6.1.7 They shall not hold the School and/or the Executive Head, any member of staff and/or any executive committee member, prescribed officer or director of Coram, liable for any act or omission, that is actionable in law and may/ has caused damage, injury or harm, including death, or loss of property, unless the act or omission amounts to gross negligence or was carried out intentionally; and**

6.1.8 They accept that a Learner may require emergency medical care at a time that neither of them is easily contactable and therefore delegate to the Executive Head and/or his/her nominee and/or staff members of the School, the power to authorise any and all such medical treatment and take any and all such steps that he/she considers necessary to provide the Learner in question with the best medical care possible under the circumstances. If specific medical conditions are present which may impact emergency treatment, it is advisable that a medic-alert bracelet be worn by the Learner; and

6.1.9 They have recorded in the Learner Application all relevant details of each Learner's medical conditions (if any), prescribed medication (if any) and/or special healthcare needs (if any) and promise to immediately notify the Executive Head of any changes in a Learner's health, medicine, well-being or special healthcare needs; and

6.1.10 They indemnify and agree to hold harmless the Executive Head, the School and any of their directors, managers, representatives, staff members, other employees and/or any executive committee member, prescribed officer or director of Coram, from and against any claim made by any person, including by or on behalf of any Learner or either Parent, arising from or in connection with any physical and/or emotional and/or mental injury or harm or death as a result of any medical treatment or medication administered and/or any steps taken to arrange such emergency medical treatment for a Learner; and

6.1.11 They acknowledge and accept responsibility for the payment of all medical and related costs for each Learner's medical treatment; and

6.1.12 They acknowledge that their on-going co-operation with the School and good relationships amongst Parents of the School and amongst the Learners at the School is vital to the provision of a holistic and optimal educational experience for each Learner; and

**6.1.13 They confirm and agree that they have read and understood the Code of Conduct and all of the relevant Coram Policies, and School Rules in existence as at the date of the admission to the School of each Learner, they accept the content thereof as binding upon them and each Learner and undertake to abide by them and to properly familiarise themselves with all amendments to, *inter alia*, the School Policies from time to time; and**

6.1.14 In the event of a Learner making use of School Transport, they indemnify and agree to hold harmless the Executive Head, the School and any of their directors, managers, representatives, staff members, other employees and/or any executive committee member, prescribed officer or director of Coram, from and against any claim made by any person, including by or on behalf of any Learner or either Parent, arising from or in connection with any physical and/or emotional and/or mental injury or harm or death as a result of the Learner's use of the School Transport ;and

## 7A. Costs, Non-Compliance, and Variations

7.1 In the event that the School briefs legal representatives to enforce or advise the School on any of its rights in terms of the Learner Contract or any of the School Policies or in order to defend any proceedings brought against the School, or any member of staff or other employee, it shall be entitled to recover these costs on an attorney own client scale, including commission and tracing charges, against the Parents.

**7.2 Once a Learner has been admitted to the School the Parents are liable for the full year's School Fees for that specific year. The Parents may pay the School Fees in instalments but must be aware that should the Parents**

**default they will be liable for the full year's School Fees. Should the Parents neglect or refuse to pay any School Fees, Additional Fees, or any other amount due and payable to the School, promptly on the respective due date, or should the Parents commit any act of insolvency or give notice of any intention to surrender their estate; or should an application be brought for the provisional or final sequestration of their estate or of their liquidation; or should the Parents make any compromise arrangement with their creditors or should any judgment of any court be taken against the Parents, the full amount of outstanding School Fees and Additional Fees, if any, together with all other outstanding amounts will immediately become due and payable without any further notice to the Parents/Learner.**

7.3 The School reserves its right to amend the Learner Contract from time to time for legal, safety or substantive reasons to assist the School in providing superior education to its Learners. The School shall endeavour to provide the Parents with 1 (one) school term's notice of any amendments. No variation of the conditions which have the effect of releasing the Parents and/or the Learner from any obligations in the Learner Contract shall be binding on the School unless contained in a written document that is signed by the Executive Head, or his/her nominee.

## 8A. Domicilia, Jurisdiction and Whole Agreement

8.1 Where the School has to give a notice to any party in terms of the Learner Contract or Learner Application, such notice shall be valid if delivered to the School's physical address, fax number or email address, which details appear in the Learner Application Part B.

8.2 The Parents also appoint the aforementioned address as their *domicilium citandi et executandi*. The *domicilium citandi et executandi* address is the physical address and/or email address where the Parents would like all legal notices to be served in respect of all processes which must be served or exceptions which may be taken arising out of the Learner Contract.

8.3 Parents agree to provide the School with updated Email addresses, fax numbers and/or cellphone numbers to ensure that the School can contact them.

8.4 The Parties may change their address by written notice to the other party.

8.5 The Parties agree that notice to one Parent shall be considered notice to all Parents.

8.6 The Learner Contract shall be governed by the law of South Africa.

8.7 The Parents' consent to Magistrate's Court having jurisdiction in respect of all proceedings connected with this Learner Contract, notwithstanding that the amount claimed or the value of the matter in dispute exceeds such jurisdiction in terms of Section 45 of the Magistrate's Court Act 32 of 1944 (as amended). The School shall however not be obliged to institute action in the Magistrate's Court.

8.8 This Learner Contract and Learner Application constitutes the whole agreement between the Parties, except to the extent that the Learner Contract provides otherwise, and no agreements, representations, warranties, variations, deletions, or agreed cancellation between the Parties other than those set out herein are binding on the Parties, unless reduced to writing and signed by both the Parents and the School.

8.9 The Learner Contract and Learner Admission may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be taken together and deemed to be one instrument.

8.12 If any provision of the Learner Contract is held to be unenforceable for any reason, it shall be adjusted rather than voided, if possible, in order to achieve the intent of the Parties to this Learner Contract to the extent possible. In any event, all other provisions of the Learner Contract shall be deemed valid and enforceable to the full extent possible.

## Part B: Learner Application

### 1B. Fees and Accounts

#### Fees 2025

**School Enrolment Administration and Registration Fee:** R2,500 (once off)

Please indicate by marking below which option/s this application applies to:

Payment Options	Monthly (12 payments)	* Annual (1 payment)
Grade R	<input type="checkbox"/> R2,100	<input type="checkbox"/> R23,100
Grade 1	<input type="checkbox"/> R2,350	<input type="checkbox"/> R25,850
Grade 2 to Grade 3	<input type="checkbox"/> R2,900	<input type="checkbox"/> R31,900
Grade 4 to Grade 7	<input type="checkbox"/> R3,700	<input type="checkbox"/> R40,700
Grade 8 to Grade 9	<input type="checkbox"/> R3,850	<input type="checkbox"/> R42,350
Grade 10 to Grade 12	<input type="checkbox"/> R4,050	<input type="checkbox"/> R44,550
After Care (14h00-16h30)	<input type="checkbox"/> R700	<input type="checkbox"/> R7,700
Afternoon Transport	<input type="checkbox"/> R700	<input type="checkbox"/> R7,700

\* Annual payments receive a discount of 1 months' school fees

\* Yearly payments must be paid before 31 January 2025 to qualify as a single payment

#### Other Fees

- Diagnostic Test per child (if applicable) : R250 (electronic diagnostic free of charge)
- Supplemental fees payable upon presentation in advance (Pace books, diagnostic tests, school photos, magazines, materials for class & classroom, socio-cultural development activities, outings, etc.)

#### Payment Policy

- Fees are billed for 12 months, on 1 yearly payment
- Fees are paid in advance before or on the 25<sup>th</sup> of every month
- Fees must not be paid in later than the 3<sup>rd</sup> of every month – a fine R250 will be added to your account for late payments after the 3<sup>rd</sup>
- **Please note** that if your child should leave during October or November, school fees up to December will still apply

Whilst every effort is made to ensure the accuracy of information, fees may be subject to change before January 2025. Please note that the annual school fees may increase annually.

## Internet Banking

Account Name : Coram Deo Christian Academy (Pty) Ltd  
Bank : ABSA  
Branch : Florida 632005  
Account Number : 4090812128  
Account Type : Current  
Reference No: use child's Name & Surname as reference

## Cash Payments

Cash payments to be paid directly to the school administrator and receipt should be issued as proof of payment.  
In the event that cash is paid directly to the bank, the bank charges will be added to your account.

## Curriculum Fees

### 1. **AEE (Accelerated Christian Education):**

PACE Books Monthly  
Approximately R540 per month (72 Paces at approximately R90 = R6,480 per year)

### 2. **Impaq/Optimi**

See annexure for more details



## 2B. General Information

### School Hours

School hours are Monday to Friday from 08:00 to 14:00

Afterschool hours until 17:30

### Birthdays

Birthdays is a big occasion at our school and we gladly share in your joy. Every parent is responsible for their own child's celebration at school and you are also welcome to join them at 10:00.

### Additional Activities (when available)

- Worm Farm
- Music Appreciation
- Geo-tagging Family Challenge, Join the world's largest treasure hunt
- First Aid Basics – how to save a life
- Mind your body, living healthy and understanding what we eat
- Green finger challenge, grow a plant or tree from a seed
- Veggie garden and green house involvement
- Water wise initiatives and recycling awareness

### Valuables and Personal Belongings

The School will not be held responsible for theft of or damage to personal belongings on school premises (e.g. cell phones, bags, books and clothing).

- Learners should avoid bringing cell phones, large sums of money and valuables to school. Cell phones may not be switched on during a normal school day. If the learner brings a cell phone to school, the learner must carry a written request from the parent, which must provide for an indemnification against loss of or damage to the cell phone.
- Learners may **not** bring computer games, iPods or similar electronic devices to school.

### Homework Books

The school prints customised homework books annually for distribution to students in January when school starts and will be billed to parents.

The books contain important dates for the year so parents can consult it for timelines of specific tasks, deadlines, events and holidays.

We request that you cover the homework books with a clear plastic to ensure longevity of the book for the remainder of the year.

Please ensure that you sign every day to take note of any activities relating to your child's school day.

### Extra-mural Activities (*some not yet available*)

#### Action Sports

- Tennis
- Soccer
- Netball
- Swimming

#### Cultural activities

- Music Lessons (Piano/ Guitar)
- Chess Club

#### Other

- Self Defence (Judo/Karate)

## 3B. Code of Conduct

### APPEARANCE

#### Boys

- Hair should be neatly trimmed, groomed and cut conservatively, neatly tapered.
- No spikes, No use of gel (wet look), no pony tails, "Mohawks", Afro's or patterns.
- Steps must not touch the ears or the collar, and above the eyebrows, must be straight at the back.
- Hair must be neat at all times.
- No hair colorants, dying, bleaching or highlights. No punk styles or braids (cornrows).
- Students should be clean shaven. No moustaches' or beards
- No earrings, toe rings, nose rings bracelets, chains or any other kind of jewellery.
- No stick on tattoos allowed.

#### Girls

- Hair is not to be in the eyes, must be pinned back.
- No spikes, No use of gel (wet look), No colorants, dying, bleaching or highlights.
- Long hair (touching the shirt collar) must be tied up. No "messy" hair styles.
- Sleepers (small plain gold/ silver earrings, single pair), studs. No chains, no rings (purity and signet rings are allowed), no toe rings, no bangles or bracelets.
- No eye-colours, no blusher, no lipstick or lip gloss, no mascara, eyeliners, nail varnish, artificial gel or built up nails. Clear nail varnish may be worn. Nails may not extend over the tip of the fingers when hands are held palms up.

### STANDARD OF CONDUCT

1. To be punctual for all school activities
2. To respect the person, dignity and property of other learners.
3. To refrain from interfering with the school property, e.g. fire hydrants, equipment etc.
4. To refrain from vandalizing desks, walls etc.
5. To refrain from littering.
6. Toilets, change rooms, learning centres and classrooms to be kept clean and tidy
7. To greet and respect all members of staff and other adults.
8. To refrain from any games or playground activities that could be harmful to others.
9. To refrain from any form of substance abuse.
10. No learner may leave the school grounds without special permission from a staff member during school.
11. All absentee notes are to be handed to the supervisor on return from a period of absence from the school.
12. Learners may not use the phone without permission from the office. A staff member may phone on behalf of the learner should circumstances require it.
13. The following are considered serious misdemeanours:
  - Malicious damage to property.
  - Any form of graffiti.
  - Verbal, emotional and physical abuse.
  - Possession or distributing of pornographic material.
  - Possession/distributing of occult material
  - Intimidation or initiation of others.
  - Possession or distribution of alcoholic substances.
  - Possession of knives, firearms, or any other dangerous weapon or object.
  - Possession, using or selling or purchasing drugs and cigarettes.
  - Sexual harassment of another person.
  - Any act of public indecency.
  - Lying. Theft.
  - Cheating in an exam or test.
  - Dishonesty or cheating in school work.
  - Engaging in activities which threaten, disruptive or frustrate teaching or learning.
14. The rights and privacy of each learner must be respected at all times.

## 4B. Person Responsible for Account

### ACCOUNT HOLDER INFORMATION

Account Holder Name	_____	Date Of Birth	_____
Account Holder Surname	_____	ID Number	_____
Residential Address	_____		
	_____		
	_____	Postal	_____
	_____		

### EMPLOYMENT INFORMATION

Employment Status	_____	Job Title	_____
Employer	_____		_____
Employer Address	_____	Employed Since	_____
	_____	Tel Work	_____
	_____	Email Work	_____
	_____	Postal	_____

I/We understand and accept that we are liable to pay compulsory school fees and the school may enforce payment of such fees in terms of the South African Schools Act. Should the School enforce payment of any outstanding school fees and need to take legal action to recover these fees, I/we hereby undertake to pay all legal costs incurred by the School in this regard (including but not limited to attorney/client fees).

I/We hereby consent that Coram Deo Christian Academy (Pty) Ltd or its appointed agent may carry out a credit enquiry and may transmit details to the credit bureau regarding my responsibility in meeting my obligations in terms of this agreement. In the event that I fail to meet my obligations with Coram Deo Christian Academy (Pty) Ltd agree that they may record the relevant details with the credit bureau.

Account Holder 1 (full names)	_____	Signature	_____
Account Holder 2 (full names)	_____	Signature	_____
		Date	_____

## 5B. Student Information

**The following documents must accompany this application:**

- Applicant's birth certificate / ID document
- Applicant's latest year-end report
- Copies of ID documents of both parents
- Statement of paid up account from previous school

### CHILD INFORMATION

Child's Full Name	_____	Start Date	_____
Surname	_____	Grade Applying for	_____
Residential Address	_____	Date of Birth	_____
	_____	ID Number	_____
Postal Address	_____	Gender	_____
	_____	Home Language	_____

### PREVIOUS SCHOOL INFORMATION

School Name	_____	Last Grade Passed	_____
School Address	_____	Principal	_____
	_____	Contact Number	_____
Any outstanding school fees?	_____	If Yes? How Much	R _____
Reason for leaving last school?	_____		

## 6B. Parent Information

## PARENT INFORMATION – FATHER

Father's Name	_____	ID Number	_____
Occupation	_____	Employer	_____
Employer Address	_____	Tel No (w)	_____
		Tel No (h)	_____
E-mail Address	_____	Tel No (c)	_____
Marital Status	_____		

## PARENT INFORMATION – MOTHER

Mother's Name	_____	ID Number	_____
Occupation	_____	Employer	_____
Employer Address	_____	Tel No (w)	_____
		Tel No (h)	_____
E-mail Address	_____	Tel No (c)	_____
Marital Status	_____		

## CHURCH AFFILIATION

Church Name	_____	Pastor	_____
Is Mom Born Again?	_____	Tel No	_____
Is Dad Born Again?	_____		
Comments	_____		



## 7B. Applicant's Health History

Is your child taking permanent medication at the moment

---

If yes, please specify

---

Why is the child taking the medication?

---

Is it necessary to administer medication during school hours

---

Did a medical doctor prescribe the medication

---

If yes, please give the name and telephone number of the doctor

---

Please note that learners are not allowed to have in their possession medicine of any sort without written note of permission from the family doctor or parents. Such medicines are to be brought to the office immediately upon arrival at school and will be dispensed to the learner from there. The note should include clear instructions regarding dispensing of such medicines.

Does your child have any allergies?

---

Does your child have any contagious health disorder or disease

---

Specify

---

When was your child's last medical examination by a medical doctor?

---

Operations of injuries (year and type)

---

Has your child been infected or contracted any of the below, this is to help the staff assist the child in overcoming them in the school setting:

Congenital defects	<input type="checkbox"/>
Drug sensitivity	<input type="checkbox"/>
Hepatitis	<input type="checkbox"/>
Neuromuscle	<input type="checkbox"/>
Heart Disease	<input type="checkbox"/>
Lung Disease	<input type="checkbox"/>

Asthma	<input type="checkbox"/>
Chicken Pox	<input type="checkbox"/>
Convulsive Disorders	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>
Otitis Media	<input type="checkbox"/>
Rheumatic Fever	<input type="checkbox"/>

Hearing impairment	<input type="checkbox"/>
Sight problems	<input type="checkbox"/>
Strep Infections	<input type="checkbox"/>
Mononucleosis	<input type="checkbox"/>
HIV/Aids	<input type="checkbox"/>
	<input type="checkbox"/>

Other

---

House Doctor

---

Tel

---

## 8B. Immunization Details

**Please note:**

Health legislation requires that all children attending school must be immunized against certain vaccine preventable diseases. These apply to all pupils – old and new. A pupil CANNOT attend class unless the immunization card has been submitted as a record of vaccinations already received.

I, \_\_\_\_\_ parent of \_\_\_\_\_ hereby attach a copy of his/her immunization card as record of all vaccinations complied with.

I give permission for my child to be immunized at school by the Community Health Sisters for any other vaccines still required.

Name of Medical Aid \_\_\_\_\_

Main Member \_\_\_\_\_

Medical Aid Number \_\_\_\_\_

Father (full names) \_\_\_\_\_

Signature \_\_\_\_\_

Mother (full names) \_\_\_\_\_

Signature \_\_\_\_\_

## 9B. Consent and Indemnity

We, Father \_\_\_\_\_ ID Number \_\_\_\_\_

Mother \_\_\_\_\_ ID Number \_\_\_\_\_

The Parents/ Guardians of: (full names of child) \_\_\_\_\_

Hereby give consent for my child to take part in any and all activities of the school. Whether conducted on the school premises or extra-mural, including but not limited to games, athletics, tours and excursions of general, privilege, vocational, educational, historic and scientific interest. I fully understand and accept that all such activities shall be undertaken at my child's own risk and I undertake on behalf of myself and my spouse, to indemnify, Coram Deo Christian Academy (Pty) Ltd and Staff against any or all claims whatsoever which may arise in connection with any loss or damage to the person or property of my aforesaid child in the course of such activities.

Coram Deo Christian Academy (Pty) Ltd undertake to implement reasonable and generally acceptable measures with regard to the safety and well-being of all children, educators and visitors to the School. Due to the nature of the matter, Coram Deo Christian Academy (Pty) Ltd do not accept any responsibility for accidents that may take place in the class or on the school terrain. Each parent is therefore requested to complete this form as proof that you accept the position of Coram Deo Christian Academy (Pty) Ltd as set out above as well as the risks involved therewith.

I/We indemnify Coram Deo Christian Academy (Pty) Ltd for any losses or damages in general, however they may occur, that I as parent / legal guardian of the above child may suffer as a result of any occurrence whereby the child may be involved, whether as the causing or suffering party, whilst participating in any school activity, except if such loss or damage arises as a consequence of the gross negligence or wilful misconduct of Coram Deo Christian Academy (Pty) Ltd or any person acting for or controlled by Coram Deo Christian Academy (Pty) Ltd. In particular, I authorise that the aforesaid child may be involved in all excursions undertaken by his / her group or class during school days as part of his / her learning experience and, where applicable, I agree that he / she may utilise the **transport** arranged by the School for such excursions. I also indemnify Coram Deo Christian Academy (Pty) Ltd for any damages or losses that I as parent / legal guardian of the above child may suffer under such circumstances and voluntarily accepts the risks associated therewith, except if such loss or damage arises as a consequence of the gross negligence or wilful misconduct of Coram Deo Christian Academy (Pty) Ltd or any person acting for or controlled by Coram Deo Christian Academy (Pty) Ltd.

Duly signed at \_\_\_\_\_ on this the \_\_\_\_\_ day of (month) \_\_\_\_\_ 202\_\_.

### To be completed by Parents/Guardians

Father (full names)

Signature

\_\_\_\_\_

\_\_\_\_\_

Mother (full names)

Signature

\_\_\_\_\_

\_\_\_\_\_

Witness 1

Witness 2

\_\_\_\_\_

\_\_\_\_\_

## 10B. Permission To Use Photographs

I understand and acknowledge that, from time to time, informal photographs are taken of the School's children, and that, insofar as these photographs are placed in the possession or control of the School and / or Coram Deo Christian Academy (Pty) Ltd, these photographs might be used by the School and / or Coram Deo Christian Academy (Pty) Ltd in the electronic and / or printed media, including the Coram Deo Christian Academy (Pty) Ltd website, newspaper advertisements, magazine advertisements, brochures, flyers, posters, billboards, banners, flippers and signage on buildings and vehicles, which use will be solely for purposes of marketing the School and / or Coram Deo Christian Academy (Pty) Ltd. As all marketing material of the School and / or Coram Deo Christian Academy (Pty) Ltd portrays excellence, the School and / or Coram Deo Christian Academy (Pty) Ltd will at all times, insofar as the use and publication of photographs are placed in the control of the School and / or Coram Deo Christian Academy (Pty) Ltd, ensure that these photographs are used in good taste.

Father (full names)

---

Signature

---

Mother (full names)

---

Signature

---