



<u>Student Name:</u>	<u>2020 Turning Age:</u>	<u>2020 Grade:</u>

2020 PRE-APPLICATION

This Pre-Application for the 2020 school year is for placement into the que for the learner into the school. Upon determination of acceptance, a Student Parent Handbook will need to be filled out. Your child will not be allowed into the school until approved by the School Management (including any requested meetings with you and your child by the principal). And both the Application & Student Parent Handbook is completed with required documentation and payments. **INFORMATION AND PRICES / FEES ARE SUBJECT TO CHANGE.**

I. APPLICATION FORM AND DETAILS

Documentation:

In preparation, the following documentation must be submitted with the full completed application form. You will not be allowed to enroll without all of these items on file and your learner will not be allowed onto the school property in the 2020 school year without all the items verified by school management below.

Please tick all the documentation with your application.

New Applicants:

- Transfer certificate from previous school.
- Last full-year school report (all Terms).
- Copy of the birth certificate or ID.
- Copy of clinic card.
- Copy of ID of parents.
- Completed testimonial form by the previous school must be attached mention that the school fees are paid up to date and how the child performed – this form must be submitted to Management.
- Parents / Guardians of other nationalities MUST submit the following LEGAL information
 - Copy of Passport of parents and children.
 - Study permit in respect of learner.
 - Temporary or permanent permit from the South African Department of Home Affairs or evidence of application for such documentation.
 - Application form for the immigrant status.
- 2 passport size photos. Current Photo.
- 3 Months Current Bank Statements (history of showing reliable income and payment capacity).
- R750 non-refundable Admin Fee (for new applicants) – due upon approval of admission of learner.
- Non-Refundable Book Fee (all applicants) – due upon approval of admission of learner.

Updated Learner Photo (Passport Photo)



Learner Information:

Learner ID Number: ID / Passport / Permit / Asylum Type, Country of Issue, and Expiry Date:	
Learner Surname:	
Learner First Names:	
Date of Birth:	
Name of Primary Guardian / Parent:	
2020 Grade Applying For:	
CEMIS Number:	
2018 CPA Reference Number:	<i>(This Reference Number Issued by the School)</i>

Father's Information (or Primary Male Guardian):

Father's ID Number: ID / Passport / Permit / Asylum Type, Country of Issue, and Expiry Date:	
Father's Full Name:	
Father's Date of Birth:	
Physical Address:	
Mailing Address:	
Email Address:	
Cell Number:	
Employer:	
How Long Working (Years / Months):	
Permanent or Contract Employee:	
Work Telephone Number:	



Mother's Information (or Primary Female Guardian):

Mother's ID Number: ID / Passport / Permit / Asylum Type, Country of Issue, and Expiry Date:	
Mother's Full Name:	
Mother's Date of Birth:	
Physical Address:	
Mailing Address:	
Email Address:	
Cell Number:	
Employer:	
How Long Working (Years / Months):	
Permanent or Contract Employee:	
Work Telephone Number:	

Emergency Contact Information (Other Than Parent / Guardian):

Emergency Contact Full Name:	
Emergency Contact Email Address:	
Emergency Contact Cell Number:	
Doctor:	
Doctor Email Address:	
Doctor Cell Number:	
Clinic / Hospital:	

Child Transport (Person given authority by Parent / Guardian to drop-off and pick-up child):

Transport Driver(s) Full Name:	
Transport Driver(s) Cell Number:	
Transport Driver Vehicle(s) & Plate #:	
Transport Secondary Contact Cell:	



Learner’s Lifestyle and Health Information:

<u>YES</u>	<u>NO</u>	<u>DESCRIPTION</u>
		Is the learner presently using alcohol, drugs, and/or cigarettes?
		Has the learner been found guilty of a criminal offense?
		Does the learner accept responsibility for their actions and behaviour?
		Does the learner promise to adhere to the school’s Student Parent Handbook?
		Has the learner been suspended or expelled from any school?
		Is the learner involved in gang related activities?

Failure to disclose, or to inform, the school administration about any important facts about the learner’s lifestyle or behaviour that may negatively impact himself/herself, or other learners, may result in the learner being withdrawn from the school.

All legal documentation of all medical conditions allergies and medication outlined below needs to be provided to the school as part of the application package. HAS THE LEARNER EVER HAD ANY OF THE FOLLOWING CONDITIONS (tick below):

Heart Murmur:		Asthma:		Ulcers:		Tuberculosis TB:	
Epilepsy:		Blackouts:		Anxiety Attacks:		Depression:	
Hearing Problems:		ADD / ADHD:		Diabetes:		HIV / AIDS:	
Blood Pressure:		Spectacles:		Autism:		Fetal Alcohol Syndrome:	
Allergies (Please List):							
Other Known Medical Conditions:							
Learning Differences:							
Food Allergies or Dietary Restrictions:							

You must inform the school if your child is known to have or has been diagnosed with a learning difference and include the necessary documentation. With this information, we are able to better cater to your child’s needs.

Crosspoint Academy will do its utmost to accommodate your child in the school. However, on a case-by-case basis, it may be deemed necessary for you to place your child in a specialized care-facility able to cater to your child’s physical, mental, or medical condition. Crosspoint Academy does not have the knowledge, accessibility, or trained staff (doctors / nurses) to accurately and safely accommodate some children with individualized needs.

Children and employees diagnosed with HIV / AIDS will not be denied or restricted access to any facilities or other communal areas.



II. SCHOOL UNIFORM POLICY

General attire available from a PEP / JET store. Polo Shirts (long and short sleeve), Track Suit, Winter Beanie, Peaked Caps, and other Logo attire available from school.

SUMMER UNIFORMS: 01 SEPTEMBER THRU 30 APRIL

SUMMER – BOYS SCHOOL UNIFORM	SUMMER – BOYS SPORTS UNIFORM
Navy short-sleeve Polo with Crosspoint Logo	Navy blue sports shorts
White/Navy Undershirt (optional)	Navy blue T-Shirt
Grey Short Pants	White sports socks
Grey Socks	White Tekkies (no cleats / soccer shoes)
Blue Sleeveless Jersey (optional)	Optional sun protection: Peaked Cap w/ Crosspoint Logo.
Black School Shoes	

SUMMER – GIRLS SCHOOL UNIFORM	SUMMER – GIRLS SPORTS UNIFORM
Navy short-sleeve Polo with Crosspoint Logo	Navy blue sports shorts
White/Navy Undershirt (optional)	Navy blue T-Shirt
Grey Skirt	White sports socks
White Socks	White Tekkies (no cleats / soccer shoes)
Blue Sleeveless Jersey (optional)	White sports bra (Grade 3 and up as needed)
Black School Shoes	Optional sun protection: Peaked Cap w/ Crosspoint Logo.
	Hair pulled back with blue/black Pom Pom

WINTER UNIFORMS: 01 MAY THRU 31 AUGUST

WINTER – BOYS SCHOOL UNIFORM	WINTER – BOYS SPORTS UNIFORM
Navy long-sleeve Polo with Crosspoint Logo	Navy blue sports pants
White/Navy Undershirt (optional)	Navy blue long sleeve T-Shirt
Grey Long Pants	White sports socks
Grey Socks	White Tekkies (no cleats / soccer shoes)
Blue long-sleeve Jersey	Gloves & Winter Beanie w/ Crosspoint Logo
Gloves & Winter Beanie w/ Crosspoint Logo	
Black School Shoes	
Navy or black Gum Boots (During/After rain only)	
School Track Suit *	

WINTER – GIRLS SCHOOL UNIFORM	WINTER – GIRLS SPORTS UNIFORM
Navy long-sleeve Polo with Crosspoint Logo	Navy blue sports pants
White/Navy Undershirt (optional)	Navy blue long sleeve T-Shirt
Grey Long Pants OR	White sports socks
Grey Skirt with black or Grey leggings	White sports bra (Grade 3 and up as needed)
White Socks	White Tekkies (no cleats / soccer shoes)
Navy long-sleeve Jersey	Hair pulled back with blue/black Pom Pom
Gloves & Winter Beanie w/ Crosspoint Logo	Gloves & Winter Beanie w/ Crosspoint Logo
Navy or black Gum Boots (During/After rain only)	
Black School Shoes	
School Track Suit *	

* The School Track Suit top (without the track suit bottoms) can be worn at any time during winter for warmth. Full Track Suit uniform will only be worn on winter days specified by the school during the course of the year.



III. ABOUT THE SCHOOL

Crosspoint Academy a Christian-based, low-fee, non-government school that exists to provide good quality education to students of low-income families with one of the lowest fee independent schools in the area. It provides schooling to students living in Gordon's Bay / Strand and surrounding areas. It is a Primary School with grades RR/R and 1-9. The School is registered through Grade 12 with the Western Cape Education Department (12/1/4/H2341 and #010000361). All classrooms use the government approved Curriculum Assessment Policy Statements (referred to as CAPS) educational standards as the chosen curriculum. The school offers English as the Home Language, and Afrikaans as a First Additional Language.

Vision:

Crosspoint Academy's vision is to provide leadership-focused good quality education and intervention for its students at pre-primary and primary school levels. The School seeks to bring low-cost and high-quality education to South Africa as the public education system continues to lack the space and opportunity that these students deserve.

Service Summary:

The intention of Crosspoint Academy is to guide young hearts and minds into cultivating a love for lifelong learning. In our classrooms, it becomes "I want to" instead of "I have to". There are three main proponents that make us different:

1. **We Embrace Learning Differences** – At Crosspoint Academy we recognize that some students have learning differences and we embrace these differences. We never label a student as "slow". We help each student to succeed, no matter how quickly or slowly we think they are grasping a concept. We try our utmost best to ensure that all students understand a concept before we move on. We utilize color coded learning groups to help mediate those students who take longer to understand. We use all available resources to help students with learning differences including in-class volunteer assistants, management and additional-fee tutoring programs (where and when available).
2. **We use PBIS Techniques to Manage our Classrooms** – Positive Behavior Intervention and Support (PBIS) is the #1 way that we manage our classroom. We understand that PBIS is the most effective form of behavior management and we utilize it all day long in our classrooms. We never punish, belittle, yell at, mock or swat (hit) a child. We use positive verbal praise, rewards, school-wide token economy and student of the week to keep our students motivated to learn at their best level possible.
3. **We Use Active Teaching and Interactive Response Methods** – We utilize active teaching methods that require the student to be interactive with our lessons. Our lessons are planned and include an attention grabber, group practice, and individual practice. We are not lecturers, we are facilitators. We are constantly checking for understanding and asking probing questions that cannot be answered with a Yes or No. We utilize group work, partners, personal white boards, digital white boards with document cameras, group discussion, and other methods to ensure our students are actively engaged and learning.

Teaching sessions focus on helping students grasp the concepts they will need to know to perform well in their class, as well as developing study strategies to effectively prepare for formal assessment tasks in their class. A long-term focus of creating life-long learners is favored over a short-term problem-solving strategy.



IV. FEES AND FEE STRUCTURE POLICY

As an independent school, Crosspoint Academy relies on the fees received to pay teacher salaries and keep the school open. Without these fees, the school would have to close.

School fees are due and payable on the 1st day of each month of school, beginning January 1st.

Past due payments will be dealt with in the following manner:

1. If fees are not paid by the 5th day of the new month, a “reminder” letter will be sent to the parent / guardian.
2. If fees are not paid by the 7th day of the new month, we will unfortunately have to send your child home until all outstanding fees are paid. Your child is thereby suspended due to non-payment. Your child will not be allowed onto school property and will be sent home with the driver / transport. The child’s transport driver will also be informed to not pick up your child, or to take them back home. (until such time that the outstanding fees are paid in full). You must then schedule a meeting with the school management.
3. If all outstanding fees are not paid up in full by the 5th day of the next month after suspension, then, regrettably, we will have to terminate your child’s schooling at Crosspoint Academy. Termination of schooling includes loss of your child’s seat in school: as we have a waiting list of learners, your child’s vacated space will be given to a child on the waiting list. If that occurs, there will be no place for your child to return.
4. If your child’s schooling has been terminated, the undersigned person(s) will still be held liable for payment of all outstanding school fees. No transfer letters or requests for re-admittance will be done without all payments and arrears made.
5. Non-Payment or Late-Payment of school fees of children who have been awarded special rates could place the continuation of such special rates in jeopardy.

Fee Schedule (*Grades 8 and 9 when made available):

10 MONTH PAYMENT PLAN DUE DATES	<u>Gr RR-R</u>	<u>Gr 1-3</u>	<u>Gr 4-6</u>	<u>Gr 7-9*</u>	2020 GRADE:
	PAYMENTS PER MONTH	PAYMENTS PER MONTH	PAYMENTS PER MONTH	PAYMENTS PER MONTH	SIGN AT EACH LINE BELOW TO ACKNOWLEDGE YOU WILL PAY
January 1 st	R1100	R1150	R1250	R1400	
February 1 st	R1100	R1150	R1250	R1400	
March 1 st	R1100	R1150	R1250	R1400	
April 1 st	R1100	R1150	R1250	R1400	
May 1 st	R1100	R1150	R1250	R1400	
June 1 st	R1100	R1150	R1250	R1400	
<u>NO PAYMENTS FOR JULY</u>					
August 1 st	R1100	R1150	R1250	R1400	
September 1 st	R1100	R1150	R1250	R1400	
October 1 st	R1100	R1150	R1250	R1400	
November 1 st	R1100	R1150	R1250	R1400	
<u>NO PAYMENTS FOR DECEMBER</u>					
TOTAL DUE:	<u>R11 000-00</u>	<u>R11 500-00</u>	<u>R12 500-00</u>	<u>R14 000-00</u>	



Book Fees:

In addition to the annual school fees due, an annual book fee is due. These fees vary per grade as listed below.

All books must be covered for protection. If a book is lost, stolen, or damaged / destroyed, a new book will need to be purchased at the cost of the parent / guardian. The books remain the property of the school.

The book fee not only is for the learner’s in-class books, but also goes toward funding books that go into our library. Being able to grow our library allows us to have the variety a child deserves for reading.

ONE-TIME ANNUAL PAYMENT DUE UPON ADMISSION	Gr RR & R	Gr 1-3	Gr 4-6	Gr 7-9	GRADE:	
	<i>NO BOOK FEES</i>	R300	R400	R500	SIGN:	

Banking Details and Instruction for Payments:

All payments must be made via EFT through the banking information listed above.

When making any payment, use the CPA number as the reference. Failure to do so may result in lost or uncredited payment. Do not use your child’s name as there may be other students with the same name, which will result in an uncredited payment.

It is vitally important that you keep printed records for yourself of any and all payments made. Without these records, errors may occur.

Account name:
Crosspoint Academy - Strand
 Bank: **Standard Bank**
 Account no: **10116118332**
 Branch: **Helderberg**
 Branch no: **033012**

V. STUDENT PARENT PRE-APPLICATION AGREEMENT

I have read all sections of the pre-application and state that all the information provided is true and accurate to the best of your ability.

Signed and completed at

on this the day of 20

 Parent Signature

 Student Signature

 Parent Printed Full Name

 Student Printed Full Name