CROSSPOINT ACADEMY
- STRAND -

*Guiding Hearts and Minds*

**Crosspoint Academy – Strand**

Christian • Holistic • Independent Primary School | EMIS 0100000361

# 2027 RE-ENROLMENT FORMS

*This is an application for the 2027 school year. Submission does not guarantee acceptance.*

## 1. LEARNER INFORMATION

| Student Name & Surname | 2027 Turning Age | 2027 Grade Applying |
|---|---|---|
| _____ | _____ | _____ |

Total Years at Crosspoint Academy School? _____

Grades Repeated? _____ YES|NO

Which Grade/s Repeated? _____

Which Year/s Repeated? _____

LEARNER PHOTO

### Medical, Physical, Psychological, Emotional & Educational Information

Please Indicate if your child has any existing or new medical, physical, Psychological, behavioural, emotional or educational difficulties below

*Examples: My child was diagnosed with ADHD on 02/04/2025 and is currently on ____ medication once a day administered at School*

*My child is severely allergic to _____ and requires an Epipen*

*My child was evaluated on 03/08/2025 and found to have Dyslexia. Please note he/she requires a scribe and oral assessments at school.*

*My child struggles with Anxiety and periodic episodes of panic attacks. He/she requires a trusted staff member to go to when this occurs*

**Important Note for Parents**

Crosspoint Academy is a mainstream school. While we offer various levels of student support, we may not be the right fit for every child. We will always do our best to accommodate your child. In some cases we may find that another school would better meet your child's individual needs. We will speak to you openly and respectfully.

## 2. REQUIRED DOCUMENTATION

Please submit the following documents together with this completed application form. We cannot process your re-enrolment application if items are missing.

**Tick all provided:**

- ☐ P.O.P for R750 Re-enrolment Application
- ☐ P.O.P for R750 Enrichment Fee

## 2.1 REQUIRED DOCUMENTATION IF FOREIGN PARENT / GUARDIAN

**Parents / Guardians of other nationalities MUST also submit:**

- ☐ Certified copy of Passport of parents and children
- ☐ Certified copy of study permit in respect of learner
- ☐ Certified copy of temporary or permanent permit from SA Department of Home Affairs (or evidence of application)
- ☐ Application form for immigrant status

** All information is collected in accordance with POPIA and used only for administrative, reporting and support purposes.*

## 3. PARENT / GUARDIAN INFORMATION

*The Parents / Guardians listed below will be contacted regarding the child's education, fees and wellbeing.*

### Father's Information (or Primary Male Guardian)

Father's Full Name

Cell Number (WhatsApp) Email Address

### Mother's Information (or Primary Female Guardian)

Mother's Full Name

Cell Number (WhatsApp) Email Address

## 4. EMERGENCY CONTACT & TRANSPORT

### Emergency Contact (Other than Parent / Guardian)

Full Name _____ Relation to Child _____

Email Address _____ Cell Number _____

Doctor Name _____ Doctor Cell / Email _____

Clinic / Hospital _____ Medical Aid Name & Number _____

### Child Transport (Person authorised to drop-off and pick-up)

Transport Driver(s) Full Name _____

Driver Cell Number _____ Secondary Contact Cell _____

Vehicle(s) & Plate Number(s) _____

*The school does not provide transport. Late arrivals are marked tardy. A Late-Pickup (supervising) fee will be charged for any child not collected within 30 minutes of the end of the school day. Changes to transport require written communication from the parent/guardian.*

## 5. CONSENT FOR CHRISTIAN GUIDANCE & STUDENT SUPPORT

Crosspoint Academy has an in-school Christian Guidance Support person who helps with spiritual, emotional, social, moral and character development based on our Christian values. We also have Student Support to identify academic support needs.
We treat all information with care and respect privacy. If a child is in danger to themselves or others, we will contact you and may share information with the Principal, Management or relevant specialists. You will always be informed of concerns.

**I (name of parent / guardian) _____ give consent:**

- ☐ Give consent for this child to receive Christian Guidance and/or Student Support.
- ☐ Give permission to gather all relevant information regarding this child.
- ☐ Do not give consent.

*If not ticked above, consent is assumed by the signing of this Enrolment Application document.*

## 6. FEES AND FEE STRUCTURE POLICY

As an independent school, Crosspoint Academy relies on the fees received to pay teacher salaries, rent, and other expenses. Please be aware of your child's Constitutional Rights to Education provided by government schools. All fees are subject to an annual increase of 8%–10%.

School fees are due and payable in advance on the 1st day of each month of school, beginning 1 January. Payments due are not subject to receiving an invoice or statement – the signed agreement already states the monthly fees due.

| Month Due | Gr RR–R | Gr 1–3 | Gr 4–6 | Gr 7 | SIGN |
|---|---|---|---|---|---|
| January – November (each) | R1 400 | R1 550 | R1 700 | R1 850 | |
| **TOTAL Tuition (11 months)** | **R15 400** | **R17 050** | **R18 700** | **R20 350** | |
| Re-Enrolment Fee (Dec 1st) | R750 | R750 | R750 | R750 | |
| Enrichment Fee (Dec 1st) | R750 | R750 | R750 | R750 | |
| **SUBTOTAL ANNUAL FEES** | **R16 900** | **R18 550** | **R20 200** | **R21 850** | |

*Parent/Guardian must initial & Sign next to the applicable grade column to acknowledge tuition obligation for 2027.*

### Annual & Other Fees

**1. Re-Enrolment Fee – R750 (non-refundable) Due December 1st Each Year**
Required in December annually. Covers administrative costs of processing the application and secures a place for the following school year.

**2. Enrichment Fee – R750 (non-refundable) Due December 1st Each Year.**
Paid in December each year the child is re-enrolled. Supports enrichment activities and resources as broken down below.

| Enrichment Activity/Support | Explanation |
|---|---|
| 1) Health Screenings and Medical Support | • Visual Screening, Auditory Screening, General Health Screening and oral/Dental screening.<br>• Arrangements of appointments and ongoing communications with parents and service providers.<br>• Coordination of on-site nursing visits, age appropriate vaccinations and general health checks<br>• Support with formal assessments where further professional input is required |
| 2) **Christian Guidance** | • Moral and character development<br>• Emotional and spiritual guidance<br>• Emotional literacy and regulation<br>• Social development |
| 3) Specialist Professional Support | • Collaboration with Universities that provide rotating assistant teachers, providing more individualised support.<br>• Intermittent access to social workers, occupational therapists speech and language therapists, educational psychologists and other specialists when available.<br>• Targeted placement of learners who will benefit from these specialized skills. |
| 4) Extracurricular & Academic Support | • Survival swimming programme for designated grades<br>• Sport, exercise and cultural activities on Tuesday and Thursday afternoons |

**3. Refundable Enrolment Deposit – 1 Month's Tuition**
Upon approval of enrolment, a 1-month refundable deposit (equal to the applicable monthly tuition fee) is paid. This deposit does not count towards monthly/annual tuition. Subsequent top-ups occur if/when fees increase. Deposit is non-interest-bearing. Refunds are given only after a full calendar year

(Jan–Dec) of attendance upon exit (graduation, non-renewal) in conjunction with a FULL TERMS notice period IN WRITING. - minus any outstanding fees/arrears. No refunds if the learner has not completed a full calendar year, no notice is given, and/or if expulsion occurs.

### 4. Bank Charge Fees
When paying via bank teller or ATM, the school is billed a bank charge. These fees (which vary) will be billed.

### 5. Late Pick-Up Fees
R100 for each partial hour a student is left beyond 30 minutes of school letting out.

### 6. Stationery
Stationery lists are provided at the end of the year so parents have enough time to purchase before the start of the school year. Parents are responsible for ensuring their child has the required stationery.

### 7. AfterCare / Supervised Care (optional)
Separate pre-paid options for in-school learners. AfterCare: R2 700 per Term / R900 per Month. 1-Hour Supervised Care: R900 per Term / R300 per Month. Daily Drop-In: R100/day. Separate sign-up forms required.

### 8. Sport
When available via outside coach/organisation, all fees, transport and indemnity are separate from the school.

## Payment Terms & Arrears Policy
Invoices will be emailed monthly denoting the account with the school. New payments are first credited towards any outstanding arrears (including fees and fines). The school offers no other payment plans.

**If you know you cannot pay on time or are in arrears, you must contact the school in advance.**

1. Full payment not received by the 7th day of the month due: a reminder is sent and a Late-Payment Fee of R100 is added for each month in arrears.
2. If full payment (including arrears) is not received by the 8th day: the child will not be allowed into school and will be sent home (suspended for non-payment). Any work missed is the parent's responsibility. If a suspended child is sent to school, a fine of R500 per day applies. A meeting with management must be scheduled.
3. If all outstanding payments are not received in full by the 7th day of the next month after suspension: it is understood that you have chosen to terminate your child's schooling. The seat is lost and offered to another learner.
4. Upon termination, the undersigned remain(s) liable for all outstanding amounts and the deposit is forfeited. No transfer letters or re-admittance requests will be processed until all payments and arrears are settled. Outstanding amounts may be sent to a Collections Agency.

## Banking Details & Payment Instructions

**Account Name:** Crosspoint Academy – Strand
**Bank:** Standard Bank
**Account Number:** 10116118332
**Branch:** Helderberg • Branch Code: 051001
**Email Proof of Payment to:** accounts-strand@crosspointacademy.co.za
Reference: Learner Name & Surname. Failure to include a clear reference incurs a R50 fine and may result in lost or uncredited payment.

*Payments can be made by card at the school or via EFT. Keep printed records of all payments made.*

## Household Income Declaration (Voluntary)
For annual reporting to the Western Cape Education Department. This information is voluntary and treated as strictly confidential under POPIA.

☐ No Income / Low-to-No Income (R0 – R5 000 per month)
☐ Low Income (R5 001 – R12 000 per month)
☐ Low-Middle Income (R12 001 – R25 000 per month)
☐ Middle-Income (R25 001 – R50 000 per month)
☐ Upper-Middle / High Income (R50 001+ per month)

SASSA Funds per Month (if applicable) _____

Parent / Guardian Responsible for ALL Fees (Name & Initial) _____

*If another person or entity is paying your child's school fees, you as the parent / guardian remain fully accountable and responsible for all fees being paid in full and on time. Due to privacy, the school cannot communicate directly with a "payer" who is not the parent / guardian signing this contractual agreement.*

## 7. INDEMNITY FORM

I, _____ (full name) _____ (mom / dad / guardian), of the learner _____ (full name) _____ (2027 grade), fully understand and accept that any accidents of any sort that may occur at Crosspoint Academy, on the playground, on a school outing or excursion shall be undertaken at my child's own risk. I undertake on myself, my executors, my spouse/partner and my child/children to indemnify, hold harmless and absolve Crosspoint Academy – Strand, the PTA, school staff and board members against and from any or all claims that may arise in connection with any loss or damage to property or injury to my child(ren) in the course of any such activity.

I hereby give consent for my child(ren) to take part in extra-mural activities, outings and excursions of the School (including public library, sport, swimming, field trips, educational tours, Christian camps, historical tours, and access to public/private roads, fields, mountainous terrain and beach), even if not separately notified or required to sign additional indemnity forms.

I am aware that animals may be present at school or destinations; that food may be distributed or brought by others; and I indemnify the school of any injury, loss or allergic reaction arising therefrom. I consent to photos of my child(ren) being used for WhatsApp, social media, online, printed articles, advertisements and fundraising. I consent to school WhatsApp/social media groups that may share limited personal information. I consent to healthcare services provided with the school (Department of Health, Basic Education, Social Development, Masicendane, Phambili Dental Clinic, Spec-Savers and other approved organisations). I authorise staff to take my child to a doctor, clinic or hospital in case of emergency.

I do not hold the school accountable for my child before entering the building or after leaving the school building, nor for transport, taxis, or leaving without permission.

**I acknowledge and accept the relevant conditions and information herein.**

## 8. SIGNING OF ACCEPTANCE

I have read and agree to all sections of this Enrolment Application, the Fees and Fee Structure Policy, the Indemnity Form; and state that all information provided is true and accurate to the best of my ability. I will make contact with the school to inform them of any changes to documentation they have of us on their system, as they occur.

Signed and completed at _____ on this date (YYYY/MM/DD) _____

| Parent / Guardian Printed Full Name | Parent / Guardian Signature |
|---|---|

**School Use Only**
School Stamp and Date of Acceptance upon completion of this form & payment.
Admin / Management: _____