



RICHARDS BAY CHRISTIAN SCHOOL

## VISION

We desire to EDUCATE innovatively from a Biblical perspective to transform lives

## VALUES

### Love

Love for God, love for people

“...so love the Lord God with all your passion and prayer and intelligence and energy...Love others as well as you love yourself.”

(Mark 12:30-31 The Message)

### Excellence

In work ethic, education, and environment

“Whatever you do, work at it with all your heart, as working for the Lord, not for men...”

(Colossians 3:23 NIV).

### Leadership

In service, and discipleship

“Whoever wants to be great must become a servant...”

(Mark 10:43 The Message)

“Go out and train everyone you meet, far and near, in this way of life...” (Matthew 28:19 The Message)



# RICHARDS BAY CHRISTIAN SCHOOL

## Admission Policy

The Admissions Policy is in line with the South African Constitution, South African Schools Act (Act No 84 of 1996) and the National Education Policy Act (Act No 27 of 1996).

The Admissions Policy of this school is determined by the School Board, who in turn delegate the administration of the admission of learners into RICHARDS BAY CHRISTIAN SCHOOL. The Richards Bay Christian School will seek to admit children where, in the opinion of the school, it can firstly reasonably be expected of the school to fulfil the educational needs of the child and secondly to concomitantly partner with parents to move children forwards in the acquisition and development of Christian values (spiritual formation) and the depth of their faith (equal and essential conditions).

The purpose of Richards Bay Christian School Admissions Policy is to provide clear guidelines regarding the application procedure for admission and the selection of successful candidates for enrolment. The policy is designed to ensure that the interests and obligations of the school and its children as well as the interests and obligations of the applicants are fairly evaluated and appreciated.

### Conditions of Admission for SCHOOL

1. RBCS may not discriminate in any manner on the basis of race, gender or ethnic origin. Children of all races, gender or ethnic origin are welcome to apply and may be accepted into the school.
2. RBCS is a Christian School and exists as a biblically based religious organisation that supports parents who choose a Christ Centred education. The purpose and aim of the school is clearly outlined in the following documents:
  - Vision and Mission Statement
  - School Values
  - Philosophy of education
  - Statement of Faith
  - Statement of Family Values
3. RBCS believes in the philosophy of a child's right to education, yet is a registered Independent School without subsidy from the Department of Education. Whilst a provision is made for discount allocations to children (See separate Discount Policy), RBCS is not obligated to educate children where fees are not being paid. RBCS is a fee paying school.
4. RBCS believes in the dignity, acceptance and tolerance of every human individual and will endeavour to extend love and understanding to all people. The School does, however, choose to subscribe to the traditional Biblical understanding of faith, of marriage, of relationship and of sexual orientation/identity. Whilst the school may not discriminate against any choice a child, parent or staff member may make, the school will not accept the practice of any behaviour contrary to the Biblical understanding of marriage and sexual identity in the context of the School.
5. The School may request a confidential report and/or a financial status report from the previous school. The RBCS will take reasonable and lawful action to maintain the confidentiality of these reports. Outstanding fees to another school must be paid up before any application will be considered.



# RICHARDS BAY CHRISTIAN SCHOOL

## Admission Policy

### Conditions of Admission for PARENT

The Parent or legal guardian, as the applicant, commits to the following:

1. The parent acknowledges, understands and accepts the nature, chosen culture and independence of RBCS as reflected in the documents referred to in point 2 above. Notwithstanding the fact that the parents may or may not support the chosen nature and culture of the school, the parents still choose to send their child/children to RBCS and commit to not attempting to change the School.
2. The parent will provide full disclosure information and documents relating to each child's scholastic history.
3. The parent will follow the stated application procedure and will accept, without condition, the decision of the School.
4. The parents will ensure that they are fully aware of all School policy prior to accepting a position at RBCS. Parents acknowledge and accept the School policies and procedures and commit to supporting the School in the implementation of these.
5. The parent will submit, in writing, a full term's notice by the first day of a school term prior to the child leaving the School. Where this is NOT done, the financial deposit will NOT be returned.
6. Parents undertake to absolve RBCS, the Board of Governors and the staff for any loss or damage to property or any injury whatsoever to pupils whilst in the care of the school.
7. Parent involvement with the school is a prerequisite for the school to function effectively. Parents are required to attend school functions, Parent/Teacher meetings and Parents' Evenings.
8. Parents must disclose all relevant information regarding any previous disciplinary or behavioural problems.

### Conditions of Admission for CHILD

The child, at the appropriate age of understanding, commits to the following:

1. The child acknowledges, understands and accepts the nature, chosen culture and independence of RBCS as reflected in the documents referred to in point 2 above. Notwithstanding the fact that the child may or may not support the chosen nature and culture of the school, the child will make no effort to change the School.
2. The child will ensure that they are fully aware of all School policies prior to accepting a position at RBCS, especially relating to the Code of Conduct. The child acknowledges and accepts the School policies and procedures and commits to supporting the School in the implementation of these.
3. The child will endeavour to refrain from any discrimination in any form.
4. On acceptance, the child will be placed on probation for two full terms.



# RICHARDS BAY CHRISTIAN SCHOOL

## Admission Policy

### Conditions for Admission – Age

The following age-restrictions will apply to children attending RBCS in the respective Grades at the start of a given year:

Grade 000	must be 3 turning 4
Grade 00	must be 4 turning 5
Grade R	must be 5 turning 6
Grade 1	must be 6 turning 7
Grade 2-12	may not be more than 2 years above the Grade age. (at the Principal's discretion)

The School may not, unless with specific approval of the School Board, admit more than the set class size number:

Grade 1-12	25 students per class
------------	-----------------------

### Conditions for Admission – Non RSA Citizens

1. The Policy applies equally to the admission of non South African citizens, including parents who are in the possession of a permanent or temporary residence, or who are illegal aliens.
2. A child who enters the country on a study permit must present the study permit to the school. It is the responsibility of the parents/ legal guardians to ensure that the work permit is kept up to date. Registration at the School will automatically lapse should the study permit expire.
3. People classified as illegal aliens must, when applying for admission for their children, show evidence that they have applied to the Department of Home Affairs to legalise their stay in the country.
4. A non-South African citizen will only be enrolled if they will not be taking the place of a South African citizen.

### Conditions for Admission – General

1. Priority will be given to children who already have a sibling/s in the school. It is however essential for siblings of current pupils to be registered timeously to facilitate their enrolment into the school.
2. RBCS is an English-medium school and the language of learning and teaching (LOLT) is English. Afrikaans and isiZulu are the First Additional Languages. Pupils will not be refused admission on grounds that English is not their official home language.
3. The School will not admit any pupil whose educational or special needs cannot be met by the School's available resources or programmes.
4. The School Board shall be entitled to review or amend the conditions of Admission upon one term's written notice. Parents agree that upon receipt of such written notice such amended conditions shall be binding as if incorporated herein. The decision of the Board of Governors is final.

### Conditions for Admission – Procedure

The School must follow the standard procedure for all applicants. Submission of application forms does not entitle the parents/student to a place in the School. The full procedure must be followed before final acceptance may be granted.



# RICHARDS BAY CHRISTIAN SCHOOL

## Admission Policy

1. **Registration forms are submitted to the admissions office. Applications for places in the School will be considered throughout the school year where spaces are available. Applications should ordinarily reach the Admission office by the end of June for enrolment in the following year. The following documents are required for registration:**
  - **Application Form**
  - **Copy of Birth Certificate or acceptable proof of date of birth**
  - **Copy of Identity Documents of parents / legal guardians**
  - **Copy of Study Permit (if required)**
  - **Copy of School Readiness Test (for entry into Grade 1)**
  - **Copy of most recent School Report (where applicable)**
  - **Copy of Utility Bill (Water & Lights account)**
  - **Bank statements of the last 3 months**
  - **Pay slips of last 3 months**
  - **Copy of immunization booklet (preschool & foundation phase)**
  - **Copy of medical aid card**
  - **Payment of Registration Fee (R350.00)**
  - **Consent for Credit check form**
2. **Where applicable to the Grade, prospective students will write the School Entrance Tests. These tests are arranged by the school on set dates or on appointment. The School Principal may request that further testing of the child, by an educational Psychologist, take place.**
3. **An interview with the School Principal is scheduled by the School. Both parents / legal guardians, and the child must attend the interview.**
4. **The application is considered by the Selection Team after which the parents are informed of the application decision. The decision of this team is final and no reasons for non-acceptance need be provided to parents and without any leave to appeal.**
5. **On written acceptance, parents are required to pay a non-refundable placement fee (R1500.00) by the set date, prior to the child starting at the School.**
6. **The Contract of Enrolment is completed by the parents and submitted to the school.**
7. **Parents and the child must attend the scheduled Parent Information Meeting prior to the start of the new school year.**