

Thank you for your interest regarding enrolment for your child/children at Richards Bay Christian School.

We are privileged to offer a Christian based education system to parents who wish to raise their children in the ways of the Lord.

Here is a bit more information about us.

VISION AND MISSION STATEMENT

OUR VISION:

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

OUR 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 (RBCS) offers a nurturing and learning environment for

- ✓ Babies from 3 months in our Little Eden Baby Centre,
- ✓ Toddlers from 18 months in our Early Childhood Development (ECD) fun learning Toddler Centre,
- ✓ PreSchoolers from grade RRRR (3 years of age) to grade R (6 years of age),
- ✓ Foundation Phase learners up to FET phase grade 12, culminating in the Independent Examinations Board (IEB) examinations written at the end of Grade 12.

Our class sizes are limited to a maximum of 25 learners.

STATEMENT OF FAITH

BIBLE:	The Scriptures of the Old and New Testaments in their original writing as fully inspired of God and accept them as the supreme and final authority for faith, life and the governance of this Church and Church.
GOD:	There is one God, eternally existing in three Persons - Father, Son and Holy Spirit.
JESUS CHRIST:	Jesus Christ was begotten of the Father, conceived by the Holy Spirit, born of the virgin Mary and is true God and true man.
MAN, SIN & DEATH:	God created man in His own image; that man sinned and thereby incurred the penalty of sin which is physical and spiritual death; that all human beings inherit a sinful nature which issues (in the cases of those who reach moral responsibility) in actual transgression involving personal guilt.
FORGIVENESS:	The Lord Jesus Christ died for our sins as a substitutionary sacrifice according to the Scriptures and that all who believe in Him are justified on the grounds of His shed blood
NEW LIFE:	The bodily resurrection of the Lord Jesus, His Ascension into Heaven, and His present life as our High Priest and Advocate.
VICTORIOUS RETURN:	We believe in the personal bodily return of the Lord Jesus Christ.
SALVATION:	All who repent of their sin and receive the Lord Jesus Christ by faith are born again of the Holy Spirit and thereby become children of God, and that Jesus Christ is the only Way to eternal salvation.
HOLY SPIRIT:	The Holy Spirit empowers and equips believers for service, with the accompanying supernatural gifts of the Holy Spirit; and in fellowship with the Holy Spirit.
MINISTRY:	Divinely ordained ministries of Apostle, Prophet, Evangelist, Pastor and Teacher
FOREVER:	We believe in the resurrection of both the just and the unjust, the eternal blessedness of the redeemed and the eternal banishment of those who have rejected the offer of salvation
MARRIAGE:	The Biblical principle of heterosexual relationships between a natural man and a natural woman is the only marriage relationship that constitutes holy matrimony.
CHURCH:	The one true Church is the whole company of those who have been redeemed by Jesus Christ and regenerated by the Holy Spirit, that the local church on earth should take its character from this conception of the Church and therefore that the new birth and personal confession of Christ are essential truths.
BAPTISM AND COMMUNION:	The Lord Jesus Christ appointed two ordinances – Baptism - the immersion of the believer in water as a confession of identification with Christ in burial and resurrection, and Communion (the Lord’s Supper) - partaking of the emblems symbolic of the Saviour’s broken body and shed blood, in remembrance of His sacrificial death, ‘till He comes, to be observed as acts of obedience and perpetual witness to the cardinal facts of Christian faith;
HEALING:	Divine healing was provided for in Scripture and is an integral part of the Gospel.
HOLINESS:	The Bible teaches that without holiness no man can see the Lord.
CHRIST-LIKENESS:	The doctrine of sanctification is a definite, yet progressive work of grace, commencing at the time of the new birth and continuing until the consummation of salvation
REVELATION:	The Church and Church are open to any further truth which the Holy Spirit may illuminate from the Scriptures

RELIGIOUS FREEDOM: We subscribe to the South African Charter of Religious Rights and Freedoms, which is deemed to be incorporated herein in its present form (October 2013). Furthermore, we exercise our constitutional right (Section 29 (3) read with sections 15, 18 and 31) to establish and maintain a faith-based independent School, in our instance of the Christian faith.

STUDENT'S NAME	PARENTS SIGNATURE	DATE

ADMISSIONS POLICY - DECLARATION OF CHRISTIAN ETHOS

Christ-centred Education:

RBCS is a Christian School and exists as a biblically based Christian organization that supports parents who choose a Christian education based in the moral convictions by admitting children where, in the opinion of the School, it can

- † reasonably be expected of the School to fulfil the educational needs of the child; and
- † 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 and aim of the School is clearly outlined in the following statements:

- † Vision and Mission Statement
- † School Values
- † Statement of Family Values
- † Statement of Faith
- † Philosophy of Education

Philosophy of Education:

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.

Family Values:

Priority of enrolment 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.

RBCS values parent involvement with their child/children's education by supporting the School to positively affirm Christian morals and values along with Ubuntu principles by encouraging mutual respect, social responsibility and compliance to the rules and regulations, thus nurturing the student's overall development and academic achievement.

Declaration by RBCS:

RBCS believes in the dignity, acceptance and tolerance of every human individual and will endeavour to extend love and understanding to all people, and 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.

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.

Please sign below to confirm that you have read, understood and accept the above Declaration

X

Father/Guardian 1

Date:

X

Mother/Guardian 2

Date:



ADMISSIONS POLICY

Purpose:

The purpose of RBCS 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, its children, and those of the applicants are fairly evaluated and appreciated.

Compliance:

Our Admission 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) and is determined by the School Board, who in turn delegate the administration of learner admissions into RBCS.

Reports:

RBCS may request a confidential report and/or a financial status report from the previous School. 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.

ADMISSIONS POLICY – TERMS AND CONDITIONS

Conditions of Admission for PARENTS:

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 the Declaration of Christian Ethos. 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 and any previous disciplinary or behavioral problems.
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. 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, and will ensure their child/children attend School regularly and comply with the School's rules and regulations.
6. Parents undertake to complete re-enrolment forms each year, and notify the School in writing of any change of detail, address, email, or telephone number.
7. Parents acknowledge that School fees are compulsory and are liable for payment of all School and ancillary fees levied by the School with regard to the learner's Schooling, and therefore undertake to pay fees as per signed School Fee Agreement.
8. Parents undertake to indemnify the Principal, staff, and any individual involved in assisting at the School against any responsibility for any claims, actions, demands, for any injury whatsoever to persons whilst on the School premises, or loss of any nature whatsoever arising from whatsoever cause for any property of whatever nature (including but not limited to cellphones, laptops, hearing devices, prescription eyewear, IT and sport equipment, School clothing, books, or any other personal possessions) brought on to the School premises by the Pupil/s.
9. Parents agree that the Principal or educator in control at the School may act in their place and consent to necessary treatment in the event of any injury or accident in which their child may be involved. Parents agree that they shall be responsible for any medical expenses incurred.
10. The parent will submit, in writing, a full calendar month notice by the first day of the month prior to the child leaving the School. Where this is NOT done, the parent will be liable for the notice month School fee.

Persons responsible for account to Initial: X _____ / X _____

ADMISSIONS POLICY – TERMS AND CONDITIONS (... continued)

Conditions for Admission – PROCEDURE

RBCS will follow the full standard procedure for all applicants before final acceptance may be granted. Submission of an application form does not entitle the parents/student to a place in the School.

FORMS TO BE COMPLETED, SIGNED AND RETURNED WITH SUPPORTING APPLICABLE CERTIFIED DOCUMENTATION:

• Declaration of Ethos	• Admission Policy Terms & Conditions	• Statement of Faith	• Application Fee Receipt
• Application & Parents' Declaration	• Consumer consent for credit check	• POPIA Consent	• Fee Clearance Certificate

- Application forms submitted to the admissions office will only be considered if ALL the forms are signed and relevant documentation and Application Fee receipt is attached (as per checklist on Application Form).
- 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.
- 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.
- An interview with the School Principal is scheduled by the School. Both parents / legal guardians, and the child must attend the interview.
- Applications are considered by the Selection Team after which parents are informed of the decision. The team's decision is final and no reasons for non-acceptance need be provided to parents and without any leave to appeal.
- 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 RBCS.
- The Contract of Enrolment is completed by the parents and submitted to the School.
- Parents and the child must attend the scheduled Parent Information Meeting prior to the start of the new School year.
- Parents to ensure personal insurance covers all IT and other personal property (cellphones, laptops, etc.) brought onto the School premises as RBCS and staff do not take responsibility for any claim for any injury/loss/damage whatsoever that arises from whatsoever cause to any person or property on the School premises.
- All information gleaned will be treated as confidential.

Please sign below to confirm that you have read, understood and accept the T&Cs of our Admission Policy

<p>X _____ Father/Guardian 1 Date: _____</p>	<p>X _____ Mother/Guardian 2 Date: _____</p>
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APPLICATION FORM

FOR OFFICE USE ONLY			
LEARNER SURNAME		GRADE	FAMILY CODE
LEARNER NAME		NAME OF SIBLINGS AT RBCS	

REQUIRED DOCUMENTS OF PARENTS/LEGAL GUARDIANS					✓	REQUIRED DOCUMENTS OF LEARNER					✓
1	Certified copy of Identification Documents:	FATHER	MOTHER	GUARDIAN #1	GUARDIAN #2		1	Certified copy of child's Birth Certificate or ID			
2	Certified copy of latest 3 months pay slips	FATHER	MOTHER	GUARDIAN #1	GUARDIAN #2		2	1 colour passport size photo of child			
3	Certified copy of 3 months bank statements	FATHER	MOTHER	GUARDIAN #1	GUARDIAN #2		3	Certified copy of updated Immunization Card			
4	Certified Proof of Guardianship (if applicable)						4	Certified copy of most recent School Report			
5	Foreigners: Certified copy of Passport	FATHER	MOTHER	GUARDIAN #1	GUARDIAN #2		5	Copy of Remedial / Assessment Reports			
6	Foreigners: Certified copy of Residential permit	FATHER	MOTHER	GUARDIAN #1	GUARDIAN #2		6	Disciplinary Record (from School only)			
7	Certified copy of Medical Aid Card						7	Copy of School Readiness Test (for Grade 1)			
8	Certified copy of Utility Bill (Lights & Water) or Lease Agreement						8	Certified copy of Study permit (if applicable)			
9	Certified copy of Divorce Decree (if applicable)						9	Subject choice form for Grade 10 to 12			

FORMS TO BE COMPLETED, SIGNED AND RETURNED							
Declaration of Ethos (p.2)	Admissions Policy Terms & Conditions (p.3-5)	Application Form (p.6-8)	Statement of Faith (p.9)	POPIA Consent (p.10)	Fee Clearance Certificate & most recent School Fee Statement (p.11)	Credit check consent (p.12)	Application fee: Ref/Receipt:

PLEASE NOTE: SHOULD YOUR CHILD BE ACCEPTED INTO RBCS THEN ADDITIONAL DOCUMENTS WILL BE REQUIRED OF THE PERSONS WHO SIGN THE FEE AGREEMENT AND WILL BE RESPONSIBLE FOR PAYMENT OF SCHOOL FEES

If a Sponsor:	If a business:
Certified copy of Identification documents	Certified copies of owner / director's identification documents
Certified copies of 3 months pay slips	Certified copies of last 3 months management statements
Certified copies of 3 months bank statements	Certified copy of your last tax return
Certified copy of Utility Bill (Lights & Water account)	Copy of the audited/verified Financial Statements for the previous tax year
In the case of Divorce:	In the case of Death:
A copy of the Divorce Decree	Copy of the Death Certificate
Copy of the Maintenance Order	Certified copy of the Letter of Executorship with details of the Executor
	First and Final Liquidation & Distribution Account

PARENTS / LEGAL GUARDIANS DECLARATION, INDEMNITY AND AGREEMENT

1. I/We the parents/guardians, as detailed and signed below, hereby declare that the information supplied in this form is true and complete, and that by way of my/our signatures hereunder, authorize the management of Richards Bay Christian School or their representative to control, confirm and process any details supplied as per POPIA. I am aware that should any information be found not to be true, I/we may be liable of a criminal offence.
2. I / We confirm that we have read and understood the School's policies and procedures, including the Admission Policy and Fee Agreement, and undertake to comply with the School's rules and regulations and generally support the School in every way we can. These documents may be amended from time to time and are available at the School office.
3. I / We acknowledge that School fees are compulsory and that we are liable for the payment of all School and ancillary fees levied by the School with regard to the learner's Schooling and therefore undertake to pay as per signed School Fee Agreement.
4. I/We undertake to give the School at least 1 calendar month notice in the event of the learner leaving the School for whatsoever reason, and in the event of my/our failure to give one calendar month notice, I / we agree to pay the School fees for the one month that the learner has left the School.
5. For the purposes hereof, we, the applicants choose as domicilium citandi et executandi the address set out on the application form and School fee agreement, or as such other address as may be specifically notified in writing to the School as an amendment to the applicant's specified domicilium. Legal documents served on this address will be deemed as received by us.

<p style="font-size: 2em; font-weight: bold; margin: 0;">X</p>	<p style="font-size: 2em; font-weight: bold; margin: 0;">X</p>
<p>Father/Guardian 1 Date: _____</p>	<p>Mother/Guardian 2 Date: _____</p>



School Office: 035 786 1147
PreSchool: 035 786 0184
www.rbcsschool.co.za



PLEASE COMPLETE ALL SECTIONS IN BLOCK LETTERS WITH A BLACK PEN. MARK ALL RELEVANT CHOICES WITH

LEARNER GRADE APPLICATION DETAILS

BABY & PRESCHOOL	LITTLE EDEN <input type="checkbox"/>	TODDLERS <input type="checkbox"/>	RRRR <input type="checkbox"/>	RRR <input type="checkbox"/>	RR <input type="checkbox"/>		
	3 – 18 months	18 – 24 months	2 turning 3 (potty trained)	3 turning 4	4 turning 5		
GRADES	R <input type="checkbox"/>	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>	6 <input type="checkbox"/>
	5 turning 6	6 turning 7	7 <input type="checkbox"/>	8 <input type="checkbox"/>	9 <input type="checkbox"/>	10 <input type="checkbox"/>	11 <input type="checkbox"/>

LEARNER INFORMATION

SURNAME:						GENDER:		Male	Female	
FULL NAMES (as on birth certificate):										
PREFERRED NAME:										
ID NUMBER:						DATE OF BIRTH:				
NATIONALITY:	South African	Other	IMMIGRANT:			Y	N	COUNTRY OF ORIGIN:		
PASSPORT NUMBER:			STUDENT PERMIT NUMBER:			PERMIT EXPIRY:				
HOME LANGUAGE:			SECOND LANGUAGE:			ETHNIC GROUP:				
RELIGIOUS AFFILIATION:			CHURCH YOU ATTEND:							
LEARNER CELLPHONE NUMBER:			LEARNER E-MAIL:							
LEARNER'S FAMILY STATUS			Both Parents	Mother Deceased	Father Deceased	Children's Home Guardian				
WITH WHOM DOES THE LEARNER LIVE?			Foster Care	Single Parent – Unmarried	Single Parent – Divorced					
NUMBER OF SIBLINGS IN FAMILY:			POSITION IN FAMILY:							
LEARNER HEALTH & MEDICAL DETAILS::	MEDICAL AID NAME:			MEDICAL AID PLAN:						
	MEDICAL AID NUMBER:			MEMBER NUMBER:						
	FAMILY DOCTOR NAME:			TELEPHONE NUMBER:						
	DOCTOR'S BUSINESS ADDRESS:									
PREVIOUS SCHOOL DETAILS	NAME OF SCHOOL:					GRADE:				
	SCHOOL ADDRESS:									
	REASON FOR LEAVING:									
DEXTERITY:			Left Handed	Right Handed	Ambidextrous					

FURTHER RELEVANT INFORMATION ABOUT THE LEARNER

LEARNER HEALTH: Details of any allergies:

Details of Chronic Illness and/or Special Medical Needs, including Medication

Details of any Emotional or Psychological Treatment or Evaluation (include report)

LEARNING DISABILITIES: ADHD, Sight, Hearing, Learning Difficulties, etc.

ACADEMIC: Achievements, etc.

NON-ACADEMIC INTERESTS AND ACHIEVEMENTS: Music, Sport, Art, Hobbies, etc.

POSITIONS OF LEADERSHIP PREVIOUSLY HELD: School, Church, Community, etc.

EMERGENCY CONSENT

I, / We, the undersigned parents hereby consent to my/our child receiving emergency medical treatment for minor medical situations at the School, or in a critical accident or situation, being transferred to the nearest medical facility by the quickest method available, and agree that a medical practitioner may provide emergency treatment as may be necessary.

Father/Guardian 1

Date: _____

Mother/Guardian 2

Date: _____



BIOLOGICAL PARENTS / LEGAL GUARDIANS DETAILS

PARENT 1 :						PARENT 2 :						
Biological father	Step-father	Guardian	Other:			RELATIONSHIP TO LEARNER:	Biological mother	Step-mother	Guardian	Other:		
TITLE & SURNAME:												
FULL NAMES:												
ID NUMBER:												
PASSPORT NUMBER & NATIONALITY:												
RESIDENTIAL (physical) ADDRESS : (DOMICILIUM CITANDI ET EXECUTANDI – FOR LEGAL CORRESPONDENCE)												
CELL PHONE NUMBER(S):												
EMAIL ADDRESS:												
Married	Married but live apart	Single	Divorced	Widowed	Re-married	MARITAL STATUS:	Married	Married but live apart	Single	Divorced	Widowed	Re-married
HOME LANGUAGE:												
Part time / Temporary		Full time		Contract worker		OCCUPATION STATUS:	Part time / Temporary		Full time		Contract worker	
Own Business / Self employed		Unemployed		Pensioner			Own Business / Self employed		Unemployed		Pensioner	
YOUR JOB TITLE:												
EMPLOYER:												
PHYSICAL WORK ADDRESS: (DOMICILIUM CITANDI ET EXECUTANDI)												
WORK TELEPHONE NUMBER:												
WORK EMAIL ADDRESS:												
YES	If not, please complete the following section:					DOES THE LEARNER LIVE WITH YOU?	YES	If not, please complete the following section:				
NAME & SURNAME OF PERSON RESPONSIBLE FOR LEARNER:												
PERSON'S RELATIONSHIP TO LEARNER:												
CONTACT NUMBERS:												
ADDRESS WHERE LEARNER RESIDES:												
ALTERNATIVE CONTACT DETAILS SHOULD YOU BE UNAVAILABLE:												
# 1: NAME & SURNAME:				CONTACT NUMBER:								
# 2: NAME & SURNAME:				CONTACT NUMBER:								
Signed on this _____ day of _____ 20_____.												
X ** Please sign						SIGNATURE: X Please sign**						

PROTECTION OF PERSONAL INFORMATION ACT 4 OF 2013 (POPIA)

Richards Bay Christian School collects Personal Information, including sensitive information about pupils and parents or guardians before and during the course of the pupil's enrolment at RBCS.

All details collected will be available in the School's directory to the Principal, School board, School Management Team, Educators (including extra mural and sporting code staff), and administrative staff. Details will also be made available to our Finance Board and legal counsel in the event of debt recovery.

The primary purpose of collecting this information is for admissions, administration, educational and academic progress, cultural and sporting development, the safety and security of our learners, as well as for marketing purposes and achievement recognition.

Transfer of information is necessary when students transfer between Schools, or to assist with academic and/or other evaluation and assessment.

During your child's enrolment at RBCS, information, photographs, video clips or live-stream events of your child taking part in School and/or sporting activities, outings and events, as well as samples of their work, may be used by the School in the School's media publications and/or web page.

RBCS will not disclose Personal Information to third parties for their own marketing purposes without your consent.

If you do not wish your child/children's details, photos or work to appear in any of the above mentioned publications, you need to contact the School, in writing, to inform us of what information you wish to have withheld.

CONSENT TO PROCESS PERSONAL INFORMATION

I/We, the undersigned parents/guardians of the learner

Learner's Name and Surname:	Grade:
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hereby confirm our voluntary consent, without undue influence and not under any duress, to the following:

1. Richards Bay Christian School may record, process, organize, store and disseminate my/our Personal Information as well as that of my/our child as gleaned from this application form, as well as from any further documentation obtained during my/our child's enrolment at the School, in accordance with the conditions for the lawful processing of Personal Information, for the duration of my contractual agreement, and in accordance with POPIA and as determined by the relevant processes and policies relating to the function or activity of Richards Bay Christian School.
2. I/We declare that all personal data supplied is accurate, current, and complete in all respects, and understand that it will be held and stored securely for the purpose for which it was collected.
3. My/our Personal Information may be disclosed and shared for reporting and verification purposes, and for pursuing the legitimate interests of the School, as well as transferred to a necessary third-party required for the furtherance of legal matters, as the case may be.
4. I/we are aware that this consent may be revoked by submitting notification in writing to the School office. I/we understand that by revoking consent to the processing of Personal Information, the School may be unable to proceed with services. Revoked consent cannot be backdated, and will not affect any past or current use of information.
5. I unconditionally agree to indemnify RBCS against any liability that may result from the processing of Personal Information. This includes unintentional disclosures of such PI to – or access by - unauthorized persons, and/or any reliance which may inadvertently be placed on inaccurate PI provided to RBCS by myself and/or any third parties.

X	X
Father/Guardian 1	Mother/Guardian 2
Date: _____	Date: _____



CREDIT VERIFICATION

As part of the application for learner admission process, Richards Bay Christian School is required to obtain credit reports and/or other related information on the person/s responsible for school fees to assess the responsible person/s financial means and ability to satisfy the financial obligations as set out in the application for admission.

Parents are thus required to complete the consent section below and return this form with the learner application form.

CONSENT

I/We, the undersigned, hereby voluntarily grant consent to Richards Bay Christian School or any of its duly authorised associates or agents to perform a credit check on me/us for the purpose of obtaining my/our credit record from any of the registered credit bureaus in the Republic of South Africa.

RESPONSIBLE PARENT #1		RESPONSIBLE PARENT #2
	SURNAME	
	FULL NAMES	
	ID NUMBER	
	SIGNATURE	
	DATE	

Parents to please attach the latest school fee statement to this certificate.

FINANCIAL CLEARANCE CERTIFICATE			
To be Completed by the Student's Current School			
Current School:			
Name of Learner:		Grade:	
Name of Learner:		Grade:	
Name of Learner:		Grade:	
Parent/Guardian responsible for fees:			
Parent 1: Name and Surname:			
ID number:			
Parent 2: Name and Surname:			
ID number:			
Fee details:			
Annual fees for year 20__			
Fees paid to date for current year:			
Fees outstanding:	NO	YES	Amount:
Comments:			
Name of Bursar:			
Contact number:			
_____ Principal / Bursar Signature Date: _____		School stamp	



2026 SCHOOL FEE STRUCTURE INFORMATION SHEET

An application fee and a placement fee are applicable to ALL NEW enrolments.

- A non-refundable application fee of **R350** is payable on submission of your application.
- The placement fee is a non-refundable fee of **R1500** per family.

Written notice for transfers or removal.

- It is a matter of courtesy to inform the school of your intention to remove a student, therefore ONE CALENDAR MONTH'S WRITTEN NOTICE is required when requesting to transfer or remove a student, and you are still liable for that notice month's school fee.
- Should you omit to submit a written notification, you will still be liable for the month's school fee.

School fees

- School fees are charged in advance over 11 months (January to November) according to the sliding scale of first rate charged for eldest child, second rate charged for second eldest child, third rate charged for third eldest child, and payable as per the School Fee Agreement.
- Grade 12 school fees are payable in advance over 10 months (January to October).
- **A 4% discount is given if the FULL annual school fees are paid in advance by Saturday, 31 January 2026.**
- Upfront quotations for the full year's fees can be requested from the Finance Office (finance@rbc.school.co.za).

Development levy

- A R190 monthly development levy will be charged per child from January to November.

IEB exam fees

- IEB exam fees will be billed over 21 months from Grade 11 to Grade 12.

Workbooks, textbooks and e-books

- Workbooks that students write in are charged for as an extra.
- Please note that e-books are preferred to printed textbooks, and are to be purchased through the school.
- Should a textbook be lost or damaged beyond fair wear and tear, replacement cost of the book will be charged.

Field trips, sports events, excursions and outings

- Parents will be informed in advance of any such excursions and trips.
- Charges (at cost) for field trips and excursions, including travel to sports events beyond the Empangeni, Grantleigh and Felixton radius, will be billed per student, per event, and are to be paid **prior** to the trip.

Uniform

- New uniform items may be purchased from **Bay Schoolwear Centre**, 96 Alumina Allee, Richards Bay.
- Pre-loved school uniform items may be viewed at the school. Contact Mrs de Bruyn (michelle@rbc.school.co.za).
- Grade 12 students need to purchase a matric jacket from the school. Parents will be notified of the cost by June.

Screening

- Parents will be billed for any occupational therapy and/or audiology screening.



RICHARDS BAY CHRISTIAN SCHOOL

BANKING DETAILS:

NEDBANK Account No: 1069851205
 Branch Code: 198765 SWIFT Code: NEDSZAJJ
 Reference: CHILD'S NAME & SURNAME
 Proof of payment email:

Scan here to Pay
 Richards Bay Christian School



2026 MONTHLY FEE SCHEDULE

Payable monthly from January to November / Grade 12 payable from January to October

Little Eden Baby Centre 3–18 months	Toddler Centre 18–30 months	Base Fee	Pre 1 (RRRR) Pre 2 (RRR)	Pre 3 (RR)	Grade R	Grades 1–3	Grades 4–6	Grade 7	Grades 8–11	Grade 12
06:45 – 17:00	07:30 - 12:00		07:30 - 12:00		Mon-Thur: 07:30-12:30 Fri: 07:30-12:00					
<u>Per child:</u> Until 13:00 = R 1 900 Until 15:00 = R 2 500 Until 17:00 = R 3 120	<u>Per child:</u> R 2 830	1st Child	R 3 060	R 3 270	R 4 540	R 6 050	R 6 770	R 6 770	R 7 640	R 8 300
		2nd Child	R 2 600	R 2 780	R 3 860	R 5 140	R 5 750	R 5 750	R 6 490	R 7 060
		3rd Child+	R 1 530	R 1 640	R 2 270	R 3 030	R 3 390	R 3 390	R 3 820	R 4 150
R 190	R 190	Development levy per child	R 190	R 190	R 190	R 190	R 190	R 190	R 190	R 190
Trained child minders • outdoor play • tummy-time activities • play-based curriculum • sensory development • music and movement • baby massage	Outdoor play • play-based curriculum • sensory development • music and movement • book sharing		Tuition • stationery • workbooks • music and movement		Tuition • stationery • music and movement • coding • robotics	Tuition • robotics	Tuition • robotics	Tuition • Gr7, Gr8 & Gr11 camps • access to Wi-Fi • school email account and communication platform with educators • robotics up to Gr 9. **Gr10 Geography Camp billed extra.	Tuition • access to Wi-Fi • school email account and communication platform with educators	
ADDITIONAL CHARGES AS INVOICED										
Termly resources	R 300 per term for Toddlers to Grade R					R 280 per term	R 300 per term	R 180 per term	R 180 per term	R 180 per term
Workbooks, textbooks, e-books	Included in fees up to Pre 3 (Grade RR)				Charged as per grade or subject requirement					
Stationery	Included in fees up to Grade R					Charged as per grade or subject requirement. (Est. R1400)		Parents to purchase stationery as per list provided		
IEB exam fees	Only applicable in Grade 11 and Grade 12								Grade 11 = R 520	Grade 12 = R 490
Academic concessions	Only applicable from Grade 8 to Grade 12								Academic concessions will be for the parents' own expense	
Excursions and outings are as per grade planning. Parents will be notified of any EFT payment needed <u>BEFORE</u> a trip.										
On request	AFTERCARE – charged for a full week (5 days) Toddler Centre, Pre 1, Pre 2, Pre 3 and Gr R charged from 12:00.					HOMEWORK CENTRE From Gr 4 to Gr 12 charged from 14:00 until 17:00				
	12:00 until 14:00 = R 265 12:00 until 15:30 = R 488 12:00 until 17:00 = R 742				Gr 1–3 charged from 12:30 until 15:30 = R 265 until 17:00 = R 488		5 days per week = R 970 3 days per week = R 570			



RICHARDS BAY CHRISTIAN SCHOOL

BANKING DETAILS:

NEDBANK Account No: 1069851205
 Branch Code: 198765 SWIFT Code: NEDSZAJJ
 Reference: CHILD'S NAME & SURNAME
 Proof of payment email:

Scan here to Pay
Richards Bay Christian School



2026 ANNUAL FEE SCHEDULE

A 4% discount is given on FULL ANNUAL SCHOOL FEES paid in advance by 31/01/2026

Little Eden Baby Centre 3–16 months	Toddler Centre 18–30 months	Base Fee		Pre 1 (RRRR) Pre 2 (RRR)	Pre 3 (RR)	Grade R	Grades 1–3	Grades 4–6	Grade 7	Grades 8–11	Grade 12
Per child: Until 13:00 Annual: R 20 900 Discounted: R 20 064 Until 15:00 Annual: R 27 500 Discounted: R 26 400 Until 17:00 Annual: R 34 320 Discounted: R 32 947	Per child: Annual: R 31 130 Discounted: R 29 885	1st Child	Annual	R 33 660	R 35 970	R 49 940	R 66 550	R 74 470	R 74 470	R 84 040	R 83 000
			Discounted	R 32 314	R 34 531	R 47 942	R 63 888	R 71 491	R 71 491	R 80 678	R 79 680
		2nd Child	Annual	R 28 600	R 30 580	R 42 460	R 56 540	R 63 250	R 63 250	R 71 390	R 70 600
			Discounted	R 27 456	R 29 357	R 40 762	R 54 278	R 60 720	R 60 720	R 68 534	R 67 776
		3rd Child +	Annual	R 16 830	R 18 040	R 24 970	R 33 330	R 37 290	R 37 290	R 42 020	R 41 500
			Discounted	R 16 157	R 17 318	R 23 971	R 31 997	R 35 798	R 35 798	R 40 339	R 39 840
R 2 090	R 2 090	Development levy per child		R 2 090	R 2 090	R 2 090	R 2 090	R 2 090	R 2 090	R 2 090	R 1 900
ADDITIONAL CHARGES AS INVOICED											
Termly resources	R 1 200 per year for Toddlers to Grade R						R 1 120	R 1 200	R 720	R 720	R 720
Workbooks, textbooks & e-books	Included in fees up to Pre 3 (Grade RR)					Charged as per grade or subject requirement. Quote can be obtained from the Finance Office					
Stationery	Included in fees up to Grade R						Estimated R 1 400	Estimated R 1 500	Gr 7–12 parents to purchase stationery as per list provided		
IEB exam fees	Only applicable to Grade 11 and Grade 12									Gr 11 = R 5 720	Gr 12 = R 4 900
Matric Dance Fee											R500 charged in June
Excursions and outings are as per grade planning. Parents will be notified of any EFT payment needed BEFORE a trip.											
On request	AFTERCARE – charged for a full week (5 days) Toddler Centre, Pre 1, Pre 2, Pre 3 and Gr R charged from 12:00. Gr 1–3 charged from 12:30						HOMEWORK CENTRE From Gr 4 to Gr 12 charged from 14:00 to 17:00				
	until 14:00 = R 2 915 until 15:30 = R 5 368 until 17:00 = R 8 162				until 15:30 = R 2 915 until 17:00 = R 5 368		5 days per week = R10 670 3 days per week = R 6 270				