



ENROLMENT FORM



THE COMPLETION OF THIS FORM IS NOT A GUARANTEE OF ACCEPTANCE OF THE PUPIL.

It is suggested that in your own interests you simultaneously make application to another school of your choice. All children applying for a place will be subject to an assessment.

Current school fees are \$_____ per child, per term.

Non-refundable Enrolment fee \$_____

Please attach:

1. \$_____ application fee (non-refundable)
2. Certified copy of the child's birth certificate
3. Copy of child's previous two reports
4. Transfer letter from previous school.
5. One current passport size photo of the child
6. Proof of address
7. Signed copy of rules and regulations.

This form to be returned to the school office no later than: _____

A. STUDENT DEMOGRAPHIC DETAILS

SURNAME AS PER BIRTH CERTIFICATE:		
FIRSTNAME(S) AS PER BIRTH CERTIFICATE:		
DATE OF BIRTH:	GENDER:	
FORM APPLIED FOR:	PROPOSED DATE OF ENTRY:	
PREVIOUS SCHOOL ATTENDED		
Any other information you feel we should know?		
DETAILS OF SIBLINGS:		
Name of siblings in Still Waters	Date of birth	Campus (Harare/Chivhu)
TRANSPORT:		
<input type="checkbox"/> CAR <input type="checkbox"/> BICYCLE <input type="checkbox"/> WALK <input type="checkbox"/> PUBLIC <input type="checkbox"/> SCHOOL BUS		

FIRST YEAR:

B. MEDICAL INFORMATION

NAME OF FAMILY DOCTOR:		TELEPHONE:	
MEDICAL AID SOCIETY :	MEDICAL AID NO:	SUFFIX:	
ANY ALLEGIES OR MEDICAL CONDITIONS GENDER:			

C. FAMILY DETAILS

MARITAL STATUS OF MOTHER AND FATHER:	
Married/Divorced/Remarried/Separated/Widowed /Single/Engaged/Other (Specify)	
HOME LANGUAGE:	RELIGION
WHICH PLACE OF WORSHIP DO YOU ATTEND	
PROPOSED DATE OF ENTRY:	
NAME OF RELIGIOUS LEADER:	ADDRESS:
Is parent in fulltime Christian work? <div style="text-align: right;">Yes/No</div>	

D. HOME DETAILS

HOME ADDRESS:	
HOME TELEPHONE:	CELL:
EMAIL:	

E. FATHER'S DETAILS

SURNAME:	FORENAME (S):
NATIONALITY:	FORMER STILL WATERS STUDENT? YES/NO
HOME ADDRESS, IF DIFFERENT FROM D:	CELL:
OCUPATION	COMPANY NAME:
BUSINESS ADDRESS:	

EMAIL:

F. MOTHER'S DETAILS

SURNAME:	FORENAME (S):
NATIONALITY:	FORMER STILL WATERS STUDENT? YES/NO
HOME ADDRESS, IF DIFFERENT FROM D:	CELL:
OCCUPATION	COMPANY NAME:
BUSINESS ADDRESS:	
EMAIL:	

G. INVOICING'S DETAILS

NAME OF PERSON WHO IS RESPONSIBLE FOR PAYMENT OF SCHOOL FEES		
SURNAME	INITIALS	TITLE Mr./Mrs./Miss/Ms./Rev/Doc
POSTAL ADDRESS		
EMAIL:		

H. LEGAL GUARDIAN (If applicable)

SURNAME:	FORENAME (S):	TITLE Mr./Mrs./Miss/Ms./Rev/Doc
NATIONALITY:		
HOME ADDRESS, IF DIFFERENT FROM D:	CELL:	
OCCUPATION	COMPANY NAME:	
BUSINESS ADDRESS:		
EMAIL:		

I. EMERGENCY CONTACTS

(Must be people who are willing and able to come within a short time, to collect and care for child, if the school has been unable to contact mother or father)

NAME:

HOME TELEPHONE NO:	BUSINESS TELEPHONE NO:
CELL	

I would like my child to attend ***STILL WATERS CHRISTIAN COLLEGE*** for the following reasons:

IT IS ESSENTIAL FOR PARENTS TO READ THE ATTACHED CODE OF DISCIPLINE BEFORE SIGNING THE DECLARATION BELOW:

DECLARATION

I, _____ parent/guardian of _____ fully understand that:

- a. ***STILL WATERS CHRISTIAN COLEGE*** is a Christian School and all children attending will be taught tenets of the Christian faith and are expected to comply with the rules and routines thus implied. No exemption from any part of the curriculum will be considered on religious or any other grounds.
- b. The decision of the Head/Acting Head with regard to admission to the school shall be final and not be subject to question or discussion.
- c. Once a place is offered and accepted, the deposit stipulated in the offer letter must be paid to secure the place. In the event of failure to take up an accepted place, the full deposit will be forfeited.
- d. In the event of any emergency arising, whether medical or otherwise, relating to my child, in which in the opinion of the Head it is not reasonably possible for effective communication to be established with either parent, the Head shall have authority, *in loco parentis*, to make and cause and allow to be carried out any decision considered necessary in the interest and welfare of my child and/or of the School and/or of the student body.
- e. The School's rules and regulations, as amended from time to time, shall bind and be observed by my child and, insofar as they may concern me, also by me. I further accept that by signing this enrolment contract I will be eligible to be a member of the STILL WATERS Parents' Representative Committee and be bound by its constitution, which is available to me on request.
- f. The fees, levies and non-refundable enrolment fees determined by the Board of Governors, and endorsed by the Parents' Representative committee and/or Parent body, from time to time are subject to revision without previous notice, and are payable in advance, on or before the first day of each term. Interest will be charged on overdue accounts; the rate being determined periodically by the School having due reference to prevailing market conditions.
- g. **In view of the fact that the School is An independent school, I agree to pay all tuition fees, levies and deposits for the education of my child as raised by the School. Failure to pay the fees by the due date or to meet the terms of any agreed payment plan will result in my child being withdrawn from classes.**
- h. The Head shall have the right to refuse to allow my child to return to school for any term at the beginning of which the previous Term's fees have not been fully paid.
- i. My child will fulfill the legal requirements of days at school and will not be absent from school during the term unless sick (in which case a written explanation will be provided immediately on return to school) or for a special occasion, as approved by the Head in writing, in advance.

- j. In the event of my child being withdrawn from the school, a full term's notice shall be given in writing and handed to the Head not later than noon on the first day of the term in question, failing which the full fees for the following term will be charged.
- k. The Head has the authority to suspend, exclude, expel or to request the removal of my child for any cause judged by the Head to be sufficient, and that I shall nevertheless be liable for the full term's fees for the term during which such suspension, exclusion, expulsion, or removal takes place.
- l. This enrolment contract is for the period that my child is enrolled at Still Waters Christian School until my child completes his/her schooling, on condition that I have met all financial obligations to the School as determined by the Board of Governors from time to time.
- m. I consent to the jurisdiction of the Magistrate's Court in Zimbabwe notwithstanding the fact that the amount of the claim may exceed the jurisdiction of such Magistrate's Court in respect of any legal action taken against me for outstanding school fees and additional charges incurred, together with interest, collection commission, tracing agents' fees and any other legal costs on the attorney/client scale.
- n. I have read the Still Waters Code of Discipline and undertake to support the school and my child in observing its requirements.

Signature of parent/guardian _____ **Date** _____

CO-CURRICULAR PROGRAMME

All pupils are expected to take part in the school's co-curricular programme, for which as wide a range of choice as possible is offered. This will involve pupils in a minimum of two afternoons per week, and in addition, matches and other school activities which are arranged for Saturdays.

Attendance at co-curricular activities and all fixtures /school activities carries the same priority as attendance at lessons. I will ensure that my child will represent Still Waters Christian College if selected.

I (parent/guardian's name) _____ understand the foregoing and will ensure that my Son/daughter is equipped and attends his/her co-curricular and other school responsibilities.

Signature: _____ Date: _____

Whereas

INDEMNITY

I am a parent or legal guardian, or responsible agent duly authorised by a parent or legal guardian of a child or children presently attending Still waters Christian School ("the School").

1. I am aware that it is possible for an accident or injury to befall children during their attendance at the School's premises and its environs, or at functions, meetings, events and other such activities that may take place outside of the School's premises and environs from time to time, and whilst in transit between the School and its environs and such venues.

Now therefore,

I hereby and unconditionally indemnify and hold as harmless the School authorities, School's employees and School's duly authorised agents, from and against all loss, liability, damage, cost or expense, and from all claims, demands, suits and proceedings, including any consequential loss, arising from any injury, accident, harm or otherwise which may befall the child or children in my charge whilst such child or children are attending at the School and its environs; or at the venues where the said functions, meetings, events and other such activities may take place, or whilst in transit between the School and its environs and such venues.

I am satisfied that the School, through its employees and/or authorised agents, will at all times endeavour to ensure that the said child or children will be properly looked after, cared for and protected whilst at the School's premises and its environs, or at functions, meetings, events and other such activities that may take place outside of the School's premises and environs from time to time and whilst in transit between the School and its environs and such venues.

Name of parent/guardian

Signature of parent/guardian

Date