



ZOOMBYKIE

CRÈCHE / KLEUTERSKOOL

☎ (012) 644 1931

✉ info@zoombykie.co.za

📍 145 Alethea Street, Lyttelton



3 MONTHS TO 5 YEARS

APPLICATION FORM 2024

DRO

OFFICE USE: Check ✓

<input type="checkbox"/>	ID/Passport copies
<input type="checkbox"/>	Letter of Employment
<input type="checkbox"/>	Report from previous School
<input type="checkbox"/>	Latest Water & Electricity account
<input type="checkbox"/>	Birth Certificate
<input type="checkbox"/>	Clinic Card (3 months – 3 years)
<input type="checkbox"/>	Paid Registration Fee
<input type="checkbox"/>	Paid Deposit
<input type="checkbox"/>	First Month School Fees
<input type="checkbox"/>	ITC (Credit Check)
<input type="checkbox"/>	

Commencement date: _____

Teachers Name: _____

Amount Paid on enrollment R: _____

Previous School attended: _____

Where did you hear about us: _____

CHILD'S INFORMATION:

LAST NAME			
FULL NAME			
NICKNAME			
DATE OF BIRTH		AGE	
POSITION IN FAMILY		GENDER	

ADDRESS:

RESIDENTIAL ADDRESS	
CODE	

MEDICAL AID INFORMATION:

Medical Aid Plan	Policy Number	Dependent Number	Main Member

MEDICAL HISTORY: (Please tick ✓ appropriate boxes)

Measles		Whooping cough	
Chickenpox		Mumps	
Rheumatism fever		Scarlet fever	
Diphtheria			
Chronic medicine (please specify)			

Please specify any other medical conditions or allergies:

INFORMATION OF FATHER:

Surname	
Full Names	
Marital status	
Religion	
ID number (COPY OF ID)	
Tel (h)	
Cell no	
Email address	
Employers Name and Address	
	Tel:
Occupation	
Residential address & postal code	
Postal address & postal code	

Herewith I, parent with the abovementioned information, give permission to Zoombykie Crèche to store my personal information. I also give permission that my underage child's information may be stored on their data basis.

Father signature: _____

Date: _____

INFORMATION OF MOTHER:

Surname	
Full Names	
Marital status	
Religion	
ID number (COPY OF ID)	
Tel (h)	
Tel (w)	
Cell no	
Email address	
Employers Name and Address	
	Tel:
Occupation	
Residential address & postal code	
Postal address & postal code	

Herewith I, parent with the abovementioned information, give permission to Zoombykie Crèche to store my personal information. I also give permission that my underage child's information may be stored on their data basis.

Mother signature: _____ Date: _____

EMERGENCY CONTACTS: (Not parents)

Name and Surname	Relationship	Tel Number	Cell Number

Herewith I/we declare that the abovementioned emergency contact person/s have given their permission to serve as emergency contacts for my/our child, and that their number may be stored on the Zoombykie data basis.

Mother signature: _____ Date: _____

Father signature: _____ Date: _____

GENERAL PRACTITIONER:

Name & Last Name	Tel Number 1	Tel Number 2

ARE YOU ENROLING YOUR CHILD FULL DAY OR HALF DAY?

Full day (6:30-17:30)		Half day (6:30-14:00)	
------------------------------	--	------------------------------	--

PAYMENTS

End of the month		Middle of the month	
Person responsible:	Tel:		

Deposit:

A Deposit of the same amount as the school fees is payable upon enrolling.

Deposits may be settled over a 3-month period.

Please select the deposit settlement plan below by **ticking** ✓ the preferred method:

- Once off** Amount R _____ x1 Payment date: _____
- 2 months** Amount R _____ x2 First payment date: _____
- 3 Months** Amount R _____ x3 First payment date: _____

I, _____ the person responsible for all school payments, hereby agrees to fully settle the deposit as indicated above, and agrees to the payment of monthly school fees on or before the 1st of every month or as otherwise arranged.

Signature

Date

I / We hereby confirm that all the information provided in this contract is true and correct and that all conditions and terms of this contract has been accepted by me and that action can be taken against us/me should the contract be breached.

Father signature: _____

Date: _____

Mother signature: _____

Date: _____

School fees, Registration fees and Deposit fees:

School fees are payable on or before the 1st of every month unless otherwise arranged.

PACKAGES:	ONE CHILD:	2 Children per month 10% discount applies	Compass	1 Child in ZBK & 1 Child in Compass 10% discount applies	Compass 2 children 10% discount applies
FULL DAY 6:30-17:30	R3 700	R6 660	R3 900	R6 840	R7 020
HALF DAY 6:30-14:00	R2 900	R5 220	R3 300	R5 580	R5 940
P/DAY FULL	R250	-	-	-	-
P/DAY HALF	R200				
DEPOSIT	R3 700	R6 660	-	R3 700	-

**Breakfast, Lunch & Snacks are included for both Full Day and Half Day options.*

BANK DETAILS:

ABSA BANK



ACC NAME: ZOOM-BY-KIE

BRANCH: 632-005

CHEQUE ACC NO: 407 030 7975

REFERENCE: Your "DR0....." Number allocated to you.

- ✓ Fees increase on the 1st of January every year.
- ✓ Re-registration fee is payable before 30 November for the next year.
- ✓ A non-refundable registration / booking fee of **R200.00** per new child or **R360.00** per family and deposit of **R3 700/R6 660** is payable upon enrollment.

CONDITIONS OF ACCEPTANCE

1. School fees must be paid **IN ADVANCE**, with no outstanding balances. **Deposit is paid in full.**
2. One calendar month's **written notice** must be given if a child is to be taken out of the school. **Notices will not be accepted in the months of November and December.**
If a notice has not been received one calendar month in advance, the full month's fee will be payable in the event that a child is taken out of school.
A full month's school fees are payable over a 12 month period.
School fees are not subjected to or influenced by a child's absence from school (this includes absence due to illness/public or school holidays/family responsibility/economic crisis as well as National lockdowns).
3. If an account is 30 days in arrears, the child will not be able to attend school until the account is **settled in full. An overdue account will be handed over to our legal department if the outstanding amount is not settled within 30 days from when the notice was first received.**
A penalty of 15% will be raised against any outstanding fees.
4. School fees are payable using the following methods: A POS device, or via EFT payments.
Each parent receives a uniquely allocated "DRO..." Number upon registration. Kindly use this number as reference for all payments.

5. Please ensure that all your child's clothes and their bags are marked clearly with their name. The school will not be held responsible for any lost items.
Important school notices and correspondence are placed in children's school bags. Parents must please check their child's bag on a daily basis.
6. Breakfast, Lunch and snacks will be provided by the school.
7. Please make sure that your child does not bring any toys to school. The school will not be held liable for any loss or damages.
8. The school is open from 6h30 to 17h30, Monday to Friday. Half day is from 6:30 to 14h00.
The school must be informed of late collections ahead of time, in order to make arrangements. Late pick up fees are calculated at R100 for every 15 minutes after the collection time. This amount must be settled upon the parent's arrival at the school.
9. Parents must accompany their child to the teacher on duty during drop offs and pick ups.
No child may be dropped off to make their own way to the school hall. The same rule applies for pick-ups. Children must always be accompanied to and from the school hall by the parent.
10. **No child will be allowed to leave the premises with someone other than their parents, unless written permission, accompanied by an ID nr. of the person has been received from the parent.**
11. Parents are to accept that reasonable care and precaution will be taken to ensure the safety and well-being of their child. Should any medical emergency occur, the parent of the injured or sick child will be responsible for the payment of medical and/or hospital expenses.
Parents hereby also grant permission that the school (principal or appointed authorized person) may transport their child to a medical doctor in case of an emergency. Parents will always be telephonically contacted before their child is transported.
12. Should a child have any contagious illness, the child must stay at home until completely recovered from the illness. This precaution will protect other children and teachers.
Should a child be on medication, it must be written in the school's medicine book by the parent, and handed over to the teacher. The school will not administer any medication to a child without the written consent and clear written instructions from parents.
13. Birth and immunization certificates, an ID/Passport document, Water & Lights account and letter of Employment, must accompany this registration form. Copies will be made, and the originals will be handed back.
14. The school/church will not be held liable for any injuries that occur on our premises, nor for any illnesses transmitted at the school.
Precautionary measures, in accordance with the Department of Health protocols, are exercised. The school/church will not be held responsible for direct or indirect loss of lives.
15. The school principal needs to be notified of any changes made to home/postal addresses or telephone numbers.
16. The speed limit on the premises is 10km/h. Please adhere to the limit as an important safety measure.
17. Management retains the right of admission and acceptance to the school and property of A.G.S. Centurion.

It is important that all children feel safe, secure and happy at Zoombykie. We therefor encourage parents to communicate any suggestions or concerns to principal, Marlene Lemke.

ITEMS REQUIRED

- **A marked blanket for nap time in the winter season.**
- **Please mark all items clearly with your child's name.**
- **Summer: Sunscreen & cap.**

Bug's (Baby) Class 3 months – 14 months

- 1 x Wet wipes per month
- 1x Box of tissues per month
- 2 x Sets of clothes
- Nappies
- Wet wipes
- Bum cream
- Milk formula
- 2 x Face cloths (marked) once off.

Monkey Class 14 - 24 months

- 1 x Box of tissues per month
- 1 x Wet wipes per month
- 2 x sets of clothes,
- Nappies
- Wet wipes,
- Bum cream,
- Milk formula,
- Play dough,
- A5 hard cover book

Potty-Noster Class 2 – 3 years (Not potty trained yet)

- 1 x Box of tissues per month,
- 1 x Wet wipes per month,
- **2 x Sets of clothes,**
- Nappies,
- Wet wipes,
- Bum cream,
- A5 hard cover book,
- Play dough,
- 1 x Jumbo wax crayons,
- 1 x Colouring book,
- 1 x empty 2l container,
- 1x A5 Communication book.

Hippo Class 2½ - 3 years:

- 1 x Box of tissues per month,
- 1 x Roll of toilet paper per month,
- 1 x Wet wipes per month,
- 1 x Bar of soap,
- **2 x Sets of clothes,**
- A3 Flip file - 20 pockets,

- Ball,
- Play dough,
- Pritt 43g,
- A5 hard cover book,
- 1 x Jumbo wax crayons,
- 1 x Colouring book,
- Empty 2L container,
- A4 Colour carton (Bright board Pad, 20 pages),
- 1x A5 Communication book.

Busy Bee and Penquin Class 3- 4years

- 1 x Box of tissues per month,
- 1 x Roll of toilet paper per month,
- 1 x Wetwipes per month,
- **2 x Sets of clothes,**
- Hoola Hoop,
- A3 Flip file 20 pockets,
- Ball,
- Play dough,
- 1 x Pritt 43g,
- 1 x Pack of retracktable crayons,
- Empty 2L container,
- A4 Colour carton (Bright board Pad, 20 pages),
- 1 x Packet of gummed paper,
- 1x Ream of Typek paper per term (Jan/Apr/Jul/Oct),
- 1x A5 Communication book,
- 1x Scissor with round point.

Dolphin Class 4 – 5 years:

- 1 x Box of tissues per month
- 1 x Roll of toilet paper per month
- 1 x Wet Wipes per month
- **2 x Sets of clothes**
- Hoola Hoop
- A3 flip file 20 pockets
- Ball
- Play Dough
- Skipping rope
- Scissors with round point
- 1 x Pack of Retractable crayons
- Empty 2L container
- A4 Colour carton (Bright board Pad, 20 pages).
- 1 x Pone glue
- 2 x Pritt 43g
- 1x Ream of Typek paper per term (Jan/Apr/Jul/Oct).
- 1x A5 Communication book.

Butterfly Class 5 years (Grade RR):

- 1 x Box of tissues per month
- 1 x Roll of toilet paper per month
- 1 x Wet Wipes per month
- 2 x Pritt 43g
- 2 x Ponel glue
- 1 x A3 flip file - 20 pockets
- 1 x A3 plastic envelope
- 1 x Colouring book
- 1 x Gummed paper
- Play dough
- Skipping rope
- Hoola Hoop
- Ball
- Scissors with round point
- 2 x Pack of Retractable crayons
- Empty 2L container
- A4 Colour carton (Bright board Pad, 20 pages).
- 1x Ream of Typek paper per term (Jan/Apr/Jul/Oct).
- 1x A5 Communication book.

Please note that most of the stationary items listed above will need to be filled up by parents at the beginning of each term. The teacher will keep parents up to date with the usage.

(012) 644 -1931 - 060 904 4705 - info@zoombykie.co.za