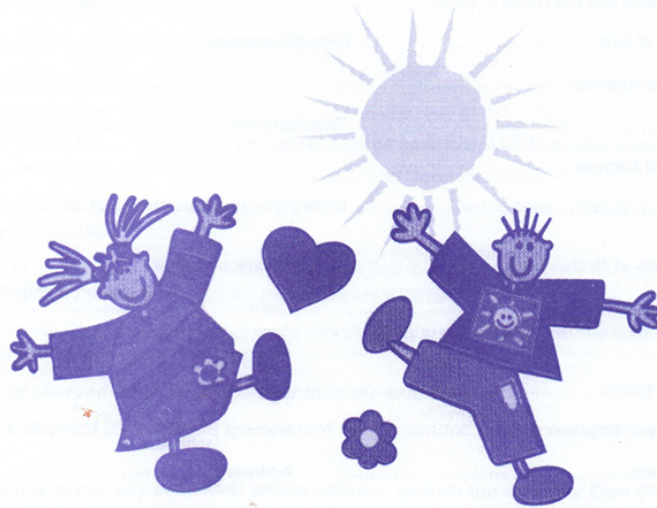


ENROLMENT FORM



Copy of Birth Certificate	
Copy of Both Parent's ID Document / Passport	
Copy of Clinic Card (Immunisation)	

CUDDLEINN
Nursery School



CUDDLEINN Nursery School

28 True North Road
MULBARTON
Tel: (011) 432-3671
P.O. Box 623
GLENVISTA, 2058
Email: marieta@coralmatrix.co.za
Principal: Marieta Harmse

ENROLMENT FORM

We, the undersigned, agree to the following terms and conditions for the enrolment of:

Surname and Full Name of Child:
Date of Birth: Date of Enrolment:
Home Address:
..... Telephone: (H)
Postal Address:
..... Code:

Details of Mother

Name:
ID:
Occupation:
Name of Employer:
Address:
.....
Cellular:
Home Telephone:
Work Telephone:
E-mail:

Details of Father

Name:
ID:
Occupation:
Name of Employer:
Address:
.....
Cellular:
Home Telephone:
Work Telephone:
E-mail:

Person responsible for payment of school fees:
Details of Relative (Gran, Aunt, etc.) Mr or Mrs:
Telephone: (W) Telephone (H)
Has your child had any allergies/illness/bee-sting allergies:
Family Doctor: Telephone:
File No:
Medical Aid and No:
Who will bring your child in the morning?
Who will fetch your child in the afternoon?

ENROLMENT FORM



TERMS AND CONDITIONS AGREEMENT

1. Cuddle Inn's hours are from 06h30 to 17h45 (Monday to Friday)
2. The monthly fees payable are:
One Child:
Two Children:
Three Children:
 - A development levy of R..... per family, is payable ANNUALLY from your second year onwards.
 - Text Books / Curriculum fee (from 10 months old) R..... is payable. Please note that this amount changes annually.
 - Stationery Fee R..... is payable. Please note that this amount changes annually. (Please note that the Stationery and the Text Books are two different items).
3. Fees are payable strictly ON or BEFORE the 3rd of every month and should any child be taken out before the expiry of the month, no refund will be made.
10% Interest will be charged on all fees paid later than the said date
Please note that if payment is in arrears, the account will be handed over to our attorneys for collections.
You will be held liable to pay any collection and/or attorney fees on the Attorney Own Client scale. Accounts that remain unpaid, will be listed over to ITC.
4. One month's notice (from January to September), in writing on the first day of the month is required for termination of enrolment. If this is not adhered to, the full fee will be paid. Notice will not be accepted as from the end of September. You remain liable for October, November and December payments.
Full fees must be paid whilst absent or on Holiday.
5. A non- refundable deposit (registration fee) of R..... shall be paid with your first instalment or upon registration of your child.
6. If you have problems at home, kindly discuss them with your child's teacher or assistant. This enables them to understand and help your child better.
7. If a child has been ill or upset the previous night, the teacher must be informed.
8. All children's clothing and belongings must be marked clearly. Send comfortable clothing in which the child can play and get dirty. Their "work" may include mud, paint, sand, etc. Young children are encouraged to be independent at toilet time; please dress them in clothes that are easily removable. Cuddle Inn cannot be held responsible in case of unmarked clothing or shoes going missing.
9. Children with contagious illness are not allowed to come to school. Medicines are to be placed in the medicine box with the child's name and dosage clearly marked. It is the parents responsibility to collect medicines from the box/fridge in the evenings. Kindly let us know if your child is ill and will not be coming to school.



10. Cuddle Inn will be closed from Mid December until the first week of January for our annual break.

Parents will be liable to pay the full fee in advance for the month of December.

11. Children are prohibited from bringing toy's, sweets and chewing gum to school.

12. An extra fee will be charged if children are collected after the set closing time. This inconveniences staff and overtime payments are demanded by them. An amount will be charged for every 15 minutes or part thereof. This is payable to the staff on duty on collection of your child.

13. General:

- Birthdays are celebrated with a small cake or party.
- No child will leave school with anyone other than his/her parents, unless otherwise arranged.
- Remember we are here to make your child's stay a long and happy one: if you have any problems, please let us be the first to know.
- We trust you read all these rules carefully and we welcome you to Cuddle Inn.
- **Cuddle Inn reserves the right of admission.**

I, the undersigned, have carefully noted the Terms and Conditions of the Agreement and accept them as such.

I hereby give my full consent that my child/children

.....
may be given medical treatment if necessary when either parent cannot be reached.

.....
Signature of Mother

.....
Signature of Father

.....
Signature of Guardian

Signed at on this day of20.....

Please note: That this is a legal document and you have agreed to Cuddle Inn terms and conditions.