



Primêre Skool BOSMANSDAM Primary School

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POLICY: ADMISSION AND TUITION

Bosmansdam Primary School subscribes to the admissions policy of the WCED and the Education Act as defined by Act 84 of 1996.

ANNUAL ADMISSION TIME FRAMES OF WCED

From March of the year prior to admission

The WCED Head Office runs an annual enrolment advocacy campaign. Schools are requested to run their own advocacy campaigns early in the school year.

First school day in April

Schools must be ready by this date to receive applications for the admission of learners for the following school year.

First Friday in June

Closing date for the first round of applications for admission to public schools.

Last school week in June

Schools inform all parents in writing that their applications for learner admissions have been either successful or unsuccessful. Where successful, the parent accepts or rejects the school place in writing by the first Thursday of the first school week in July.

The Friday of the first school week in July

Principals submit to the district directors, the completed WCED Addendum A and Addendum B forms containing the following information:

- * The number of vacancies per grade and per medium of instruction.
- * The number and particulars of learners who were not admitted to the school and the reasons why those learners were not admitted to the school.

Last Monday in July Applications for admissions re-open for the second and final period.

The Friday of the last school week in September

Closing date for the final round of applications for admission to public schools.

The Friday of the first school week in October

Schools inform all parents in writing that their applications for learner admissions have been either successful or unsuccessful. Where successful, the parent accepts or rejects the school place in writing within 10 school days.

Last Friday in October

Principals again submit the completed WCED Addendum A and Addendum B forms to district directors informing them of:

* the number of vacancies per grade and per medium of instruction.

* the number and particulars of learners who were not admitted to the school and the reasons why those learners were not admitted to the school.

Principals must consider progression of learners when determining vacancies per grade for the next year.

1 November to beginning of the first term

* Schools that still have space continue to admit learners.

* Districts direct parents to schools that still have space available.

The school will provide for Afrikaans- and English-speaking learners. Teaching will take place in English and Afrikaans.

ADMISSION TO BOSMANSDAM PRIMARY

Admission to Bosmansdam Primary School may only be obtained by application on the required application form. The principal may admit a learner to the school if he has satisfied himself as to the following:

* A certified copy of the birth certificate is available and has been handed in.

* A certified copy of the clinic card has been handed in.

* Bosmansdam Primary School is the nearest suitable school for the learner (rental contract or property rights).

* The school has the space, equipment and desks to accommodate the learner.

* The number of learners in a Foundation Phase class does not exceed 32. If it does exceed 32, the permission of the teacher has to be obtained.

* The number of learners in the combined Afrikaans and English Foundation Phase classes does not exceed 24. If it does exceed 24, the permission of the teacher has to be obtained. The available physical floor space must also be taken into account.

* The number of learners in an INTERSEN class does not exceed 37. If it does exceed 37, the permission of the teacher has to be obtained.

* The number of learners in the combined Afrikaans and English INTERSEN classes does not exceed 27. If it does exceed 27, the permission of the teacher has to be obtained.

* Learners from outside the area may be admitted on the grounds of a historical link to the school and/or if the learner's parent is a teacher at the school.

* The age of the learner admitted, may not differ from the mean age of the grade group by more than two years.

* Gr. R and 1 excluded, learners should hand in a transfer form and an official report of academic performance.

* New admissions may be requested to pay the first installment on tuition, on admission. Tuition fees are strictly payable in advance. The SGB has made a concession that tuition fees be paid off over 11 months. Payments have to be made before or on the 1st of every month. Learners are placed in a group by the principal. No parent therefore has the right to request where and with whom a learner should be placed. The school reserves the right to subject a learner to a language competency test, if there is any doubt about the home language of a learner and to then place the

learner accordingly.

ADMISSION POLICY

The SGB accepts the legislation regarding the admission of learners and the guidelines of the Labour Law in this regard, as well as the resolution as agreed upon between the unions and the WCED.

To expand on the above:

- * Preference is given to learners for whom Bosmansdam Primary School is the closest suitable school to their parental home, within the traditional borders of the service area:
Bothasig, Summer Greens, Richwood and Burgundy Estate.
- * Learners whose parents work within the service area of the school.
- * Learners from families who have a historical connection to the school (e.g. mother, father, brother, sister, teacher). The parent must be able to prove/validate such a connection. However, Bosmansdam Primary School can only admit learners if we have the physical space in the grade and language group.

In line with the Language Policy of the school, only learners who are proficient in English and/or Afrikaans (read, write and understand) may be admitted, as teaching only takes place through the medium of English and/or Afrikaans.

Please note that Afrikaans or English will be the alternative language and learners will have to become proficient in the alternative language.

All admissions from outside the service area have to be considered by the admissions committee in order to be judged as to the merits and/or the availability of adequate physical space and language preference. I.e. parents of all new applications may be invited for an interview with the admissions committee.

Bosmansdam Primary School accepts the principle that a learner should attend his/her nearest school and if application is made for financial aid, he/she should attend the nearest school and there apply for financial aid.

All applications are received and if there is, according to the Labour Law, or the teacher:

- * learner ratio and/or language preference, no physical space available, they are placed on a waiting list.

NB! In line with the directive from the Minister of Education and the Language Policy of the School Governing Body, Bosmansdam Primary School may only accept Afrikaans- or English-speaking learners, as learners have to be taught in their primary home language.

