

Laerskool Wierdapark

LSWP - B - L- 004(E)

### **Document Development and Approval**

Responsibility	Detail	Name	Signature	Date
Approved	SGB Chairperson	C. Un Rosa	h	6.8.24
Approved	School Principal and SGB member	y- Wilke.	Wilk	6-8,26
Approved	Vice-principal and SGB member	7. Bosmo	8.	6-8-24
Approved	SGB member	ILE Con	#	6-8-24
Approved	SGB member	J. Engloreto	93	6.8.24
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#### 1. NAME OF THE SCHOOL

Laerskool Wierdapark

#### 2. PREAMBLE

- 2.1. The governing body of Laerskool Wierdapark has determined this admissions policy in line with Section 5 (5) of the South African Schools Act, mandating the SGB to determine the admission policy of this school. This policy is in line with National and Provincial legislation and regulations as per the legislative framework in paragraph 8 below.
- 2.2. Any learner that applies for admission to any grade in this school will be subjected to a fair admissions process without fear of unfair discrimination that is aligned with all relevant National and Provincial legislation.

#### 3. PURPOSE OF THE POLICY AND OBJECTIVES OF THE POLICY

3.1. The purpose of this admissions policy is to facilitate admission to this school in a fair and equitable manner. This means that this policy will be applicable in consideration of the nature of rights as enshrined in the Constitution of the Republic of South Africa (RSA).

#### 4. OBJECTIVES

The objectives of this policy are to:

- provide for general principles under which learners may be admitted to this school.
- b. prescribing how admissions will be administered by this school.
- c. clearly identify the admission age for learners and compulsory school attendance in line with the SASA.
- d. provide for the admission of learners in terms of the approved feeder zone and language policy of the school.
- e. prescribe the administrative procedure for the registration of new learners and re-registration of learners already in this school, including repeat learners and late registrations.
- f. identify the documentation required for admissions.
- g. determine the capacity of this school; and
- h. explain the role of this school's governing body in relation to admissions, determination of policies, capacity, and feeder zones in line with the legislation.



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#### 5. DEFINITIONS AND ACRONYMS

#### 5.1 Definitions

TERM	DEFINITION
Admission period	The period between the commencement date and end date for admissions as
	determined by the Head of Department.
Application period	The period from the first day of a parent applying online to the last day when the
	online application system available on the Department's website closes for parents.
District Director	The official of the department is delegated in writing by the Head of Department for
District Director	the administration of admission of learners.
Confidential report	A report containing information about the financial status or employment detail of a
Comidential report	parent or information relating to the health, misconduct, or behaviour of a learner.
Equitable	To treat everyone fairly and impartially with all concerned.
Fair	To treat people equally without favouritism or unfair discrimination.
<b>F</b>	The area from which a school accepts its core intake as published in the gazette after
Feeder zone	a consultation process with the SGB.
Grade	Means that part of an educational programme at the school which a learner may
	complete in one school year, or any other education programme that the Member of
	the Executive Council may deem to be equivalent thereto.
Head of Department	Head of the Department of Education in Gauteng.
Learner	Any person receiving education or obliged to receive education in terms of SASA.
Member of staff	Means a person employed at the school.
Officer/Official	Means any employee of the Gauteng Department of Education appointed in terms of
	the Educators Employment Act, 1994 (Proclamation 138 of 1994), or the Public
	Service Act, 1994 (Proclamation 103 of 1994).
Parent	means—
	(a) the biological or adoptive parent or legal guardian of a learner.
	(b) a person legally entitled to custody of a learner; or
	(c) the person who undertakes to fulfil the obligations of a person referred to in
	paragraphs (a) or (b) towards the learners' education at the school.
Principal	An educator appointed or acting as the head of a school
School Governing Body	The relevant body responsible for governance issues at the school



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TERM	DEFINITION	
Sibling	Means a learner who satisfies all the following requirements—	
	(a) he or she is enrolled at the school in the year for which the applicant learner seeks admission	
	(b) he or she resides in the same household as the applicant learner; and	
	(c) he or she has at least one parent who is also the parent of the applicant learner	
This school	Refers to Laerskool Wierdapark	
Register of Applications	Means waiting list A and waiting list B of names of learners who have	
for Admission	applied for admission to the school	
Register of Admissions	Register of all learners enrolled at the school	

#### 5.2 Acronyms

ACRONYMS	EXPLANATION	
GDE	Gauteng Department of Education	
HoD	Head of Department	
MEC	Member of the Executive Council	
	The Protection of Personal Information Act, 2013, (Act No 4 of 2013) and related	
POPI	regulations	
SASA	South African School's Act	
SAPS	South African Police Service	
SGB	School Governing Body	

#### 6. APPLICATION AND SCOPE OF THE POLICY

6.1 This policy applies to the learners, parents of learners at the school, educators, support staff, the school management and applicant learners to the school.

#### 7. LEGISLATIVE FRAMEWORK

- 7.1 The Constitution of the Republic of South Africa, 1996 (Act 108 of 1996), as amended
- 7.2 National Education Policy Act, 1996 (Act No. 27 of 1996), as amended
- 7.3 South African Schools Act, 1996 (Act No. 84 of 1996), as amended
- 7.4 National Employment of Educators Act, 1998 (Act No. 76 of 1998), as amended
- 7.5 Gauteng Schools Education Act, 1995 (Act No. 6 of 1995), as amended
- 7.6 Gauteng Education Policy Act (Act No. 12 of 1998), as amended:
- 7.7 Refugees Act, 1998 (Act No. 130 of 1998), as amended
- 7.8 Immigration Act, 2002 (Act No. 13 of 2002), as amended

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- 7.9 Gauteng Admission of Learners to Public Schools (General Notice 4138 of 2001), as amended.
- 7.10 The Norms and Standards for Language Policy in Public Schools, 1(General Notice 1701 of 1997), as amended.
- 7.11 National Education White Paper 6: Special Needs Education (Building an Inclusive Education and Training System, 2001).
- 7.12 National Regulations for the Exemption of Parents from Payment of School Fees, General Notice 29311 of 2006
- 7.13 National Regulations relating to Minimum Uniform Norms and Standards for Public School Infrastructure, 2013.
- 7.14 The Protection of Personal Information Act, 2013, (Act No 4 of 2013) and related regulations.
- 7.15 The Occupational Health and Safety Act, 1993 (Act 85 of 1993), as amended.
- 7.16 Admission Policy for Ordinary Public Schools published in Government Gazette No 19377, Notice 2432 of 1998, excluding clauses 15 and 21 that were declared unlawful by the court in the Judgment Centre for Child Law v the Minister of Basic Education (Case 2840 of 2017).
- 7.17 Guidelines for the Consideration of Governing Bodies in Adopting a Code of Conduct for Learners Published under GN 776 in GG 189 of 15 May 1998.
- 7.18 Regulations for Safety Measures at Public Schools Published under GN 1040 in GG 22754 of 12 October 2001, as amended.
- 7.19 Governing Body Regulations for Public Schools, 1997, GN 786 of 28 February 1997, as amended.

#### 8. RELEVANT POLICIES AND PROVINCIAL CIRCULARS

- 8.1 School's Attendance policy.
- 8.2 School's Learner Code of Conduct.
- 8.3 School's Health and Safety Policy.
- 8.4 School's Financial Policy.
- 8.5 School's Language Policy.
- 8.6 School Religious Policy.
- 8.7 School's POPI Policy and Manual.
- 8.8 DBE Circular No. 1 of 2020 Admission of Learners to Public Schools.
- 8.9 Parents' Code of Conduct of the School.

#### 9. POLICY STATEMENTS AND GENERAL PRINCIPLES REGARDING ADMISSION

The school shall administer admissions in compliance with the following principles:



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#### 9.1 General Principles

- 9.1.1 A learner may not be refused admission to this school or any part of the total school programme on grounds that:
  - constitute unfair discrimination, including on the grounds of race, ethnic or social origin, colour, gender, sex, age, disability, sexual orientation, religion, conscience, belief, culture, language, pregnancy, HIV and AIDS status, or any other illness;
  - b. his or her parent—
    - is unable to pay or has not paid the school fees, registration fee or deposit determined by the governing body;
    - ii. does not subscribe to the mission statement of this school and code of conduct of this school: or
    - iii. has refused to enter into a contract in terms of which the parent waives any claim for damages arising out of the education of the learner.
  - c. The parent is unable to provide the school with the documentation required in regulations 6(1) and 12.
- 9.1.2 Neither the governing body of this school nor a person employed at this school may request the current and/or previous school of a learner or the learner's parent(s), to furnish this school with a confidential report in respect of that learner.
- 9.1.3 On receiving admission to this school, a learner may not be denied: access to class, cultural, social or sporting activities of this school, receipt of a school report or transfer certificate or otherwise victimised on the basis of 11.1 (a) (c), as the learner must be admitted to the total school programme.
- 9.1.4 Laerskool Wierdapark is a fee-paying school. Parents who are unable to pay school fees may apply for exemption as per SASA 39 (4).
- 9.1.5 The governing body of this school may not administer any test related to the admission of a learner to a school, or direct or authorise the principal of the school or any other person to administer such tests.
- 9.1.6 This is a single medium school with Afrikaans as the LOLT and English as the first additional language. The school adheres to the international principle that language is a determining factor in the quality of education, and appeal to our right to take language policy into account when admitting learners, as described in The Norms and Standards for Language Policy in Public Schools, Gauteng Schools Education Act (sec 18A) and defined in the judgment in the case of Governing Body, Hoërskool Overvaal and another v Head of Department of Education Gauteng Province and others [2018] 2 All SA 157 (GP).

#### 9.2 Administration of Admissions

9.2.1 In terms of Regulation 2 read with Regulation 18 of the Gauteng Regulations, the Head of Department is responsible for the Administration of Admissions of a learner to a school and he or she may delegate



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any power or function conferred upon him or her, in writing, to any official of the Department. In light of this, the Principal of this school would administer admissions for returning and/or in-grade (Grade 2 to 7) learners, in collaboration with the School Admissions Committee.

- 9.2.2 In the administration of admissions, the Principal deals with the following:
  - a. Informing all parents that the school is open for admissions and outlining the procedures to be followed for admissions.
  - b. Assisting parents of Grade 1 applicants with the online applications on the department's Admissions Online Application System, including accepting and processing online verification of documents submitted by parents and furnishing within the timelines, the prescribed documentation.
  - c. Re-registering enrolled learners currently at the school.
  - d. Issuing and receiving of written application forms to parents of in-grade (Grade 2 to 7) learners.
  - e. Consideration of applications for admissions.
  - f. Issuing of transfer cards.
  - g. Issuing of notices confirming the status of the application.
  - h. Informing unsuccessful applicants of their right to object
  - i. After admission, informing successful applicants of fees of the school and related processes; and
  - j. Maintaining both a list of applications for admission and a register of admissions to this school according to this policy.

#### 9.3 The Admissions Process

#### 9.3.1 Admission Period

The admission process at this school commences on the first day and ends on the last day prescribed by the Department unless the school is declared full by the Head of Department or a person delegated by him or her to do so, before the end of the Admission Period.

#### 9.3.2 Informing Parents

- a. After the Head of Department has pronounced the opening of the admission period, this school will communicate the commencement and end of the admission period as well as the reenrolment period for in-grade (Grade 2 to 7) learners and the application period for entry grade learners, by using the following means of communication: parent meetings, letters to parents, at the school and the school website:
- b. In addition to (a), this school may make use of SMS/WhatsApp/email notifications, the local newspaper/newsletters, circular letters or posters or any other means of communication.
- Upon request, this school may distribute to parents any advocacy material made available by the Department.

#### 9.3.3 Application for Admissions

a. Grade 1 Applications:



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- For Grade 1 learner applications for admission to this school will be made through the online application system available on the Department's website.
- ii. This school will accept conformational documents from Grade 1 applicants as required after applying on the GDE online admissions application system and being accepted to attend the school as confirmed by the GDE via SMS.
- b. Applicants must submit the following supporting documentation for admission to the school within 7 days of application:
  - i. A certified copy of the learner's birth certificate
  - ii. A certified copy of the parent's identity document or sworn affidavit in a case where the parent does not have an identity document.
  - iii. proof that the child has been immunised at a public or registered private health establishment if not available the principal must direct the parents to the nearest clinic to obtain proof of such immunisations.
  - iv. proof of the parent's residential or work address.
  - v. In the event of a sibling at the school, proof of the sibling relationship.
- c. Applications of in-grades (Grade 2 to 7) Parents applying for admission of in-grades learners (Grade 2 to 7) to this school for the first time will be:
  - i. issued with an application form which must be duly completed and returned to the school within the stipulated timeframes. Refer to Annexure A for the required supporting documentation with the application form for admission to the school:
  - ii. a certified copy of the learner's unabridged birth certificate or sworn affidavit in a case where the parent does not have a birth certificate, or to accept alternative proof of identities such as an affidavit or a sworn statement deposed by the parent, caregiver or guardian of the learner, wherein the learner is fully identified.
  - iii. certified copy of the parent's identity document, or a temporary ID Document in case the parent does not have an identity document.
  - iv. proof that the child has been immunised at a public or registered private health establishment, if not available the principal must direct the parents to the nearest clinic to obtain proof of such immunisations.
  - v. documentary proof of the parent's residential or work address.
  - vi. in the event of a sibling at the school, proof of sibling relationship.

#### d. Transfers

In cases where a learner transfers from another school to this school or applies for an entry grade other than Grade 1, in addition to i to vi above, the parent must submit the following documents from the previous school:

i. a transfer card; and



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- ii. the learner's last report card.
- e. A parent who wishes to admit his/her child from a home education programme into the school is required to submit the following documents when applying to this school:
  - i. A letter of withdrawal signed by the Head of Department.
  - ii. The certificate of registration which reflects the GDE registration number of the learner.
  - iii. The learner's portfolio of evidence for at least three (3) years.
  - iv. Certified copies of the annual assessment reports of the relevant grade from when the learner was registered for home education to the last grade the learner completed, including external assessment reports (Grades 3 and 6) completed by competent assessors

#### 9.3.4 Undocumented Learners

- a. Subject to this policy, in a case where a parent is unable to submit a birth certificate of the learner and has only submitted a written affirmation or sworn written statement about the age of a learner, the school will admit the learner and request the parent/guardian/caregiver to obtain a copy of the birth certificate from the Department of Home Affairs.
- b. The school will refer cases of parents who failed to submit documents to the District Director.
- c. The school will report undocumented learners, annually, to the Department by
  - i. submitting a list of undocumented learners through the office of the District Director to the Provincial Director responsible for admissions; and
  - ii. maintaining a database of undocumented learners.
- d. On submission of a completed application, this school will issue to parents an allocated waiting list number in writing from the relevant admissions register.
- e. The school will refer cases of parents who failed to submit documents to the District Director.
- f. The school will annually report undocumented learners to the Provincial Director responsible for admissions.
- g. Parents of undocumented learners are liable to pay school fees unless they apply for an exemption.

#### 9.3.5 Adjudication of Applications

a. Learners already enrolled at the school

The school administers re-enrolment annually, during the re-enrolment period prescribed by the Department. Learners who are already enrolled in the school must complete a prescribed application form for re-registration. This school submits the re-enrolment information to the Department on a quarterly basis.

#### b. Entry grade Admission

This school administers admissions in compliance with the Admissions Regulations and this admission policy, in which eligibility for admission is prioritised as follows:



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An applicant for an entry-grade admission to a school is eligible for admission if—

- i. the applicant learner's place of residence within the feeder zone.
- ii. the applicant learner has a sibling attending the school.
- iii. the place of employment of at least one of the applicant learner's parents is within the feeder zone of the school.
- iv. the applicant learner's place of residence is within a 30-kilometre radius of the school; or
- v. the applicant learner's place of residence is beyond a 30-kilometre radius of the school.
- vi. The ranking of the applications for admission shall be in the order of the categories applications were received and in accordance with the school's language policy.

#### 9.3.6 Notifying Parents of the Outcome of the Application

Parents of all learner applicants for Grade 1, will receive written notification/electronic SMS message from the GDE regarding the status of the application. All other applicants for in grade applications will be notified by the School Principal.

#### 9.3.7 Admission of Non- Citizens

- a. Provisions governing the admission of South African citizen applicant learners to public schools apply equally to non-citizen applicant learners.
- b. Parents should obtain the required documentation from the Department of Home Affairs.
- c. Documents, as needed for admission, must be supplied to the school.
- d. Parents of Non-Citizens are also liable for the payment of school fees unless they apply for an exemption for the payment of school fees.

#### 9.3.8 Late Applications

- a. Late applications for Grade 1 must be made on the Admissions Online Application on the Department's website. The school will accept and verify learner documents submitted by parents who applied late for admission of learners.
- b. The Principal of the school will receive late applications of in-grade (Grade 2-7) learners. Late applications received after the 10th school day are recorded in the late registration waiting list. The Principal submits the waiting lists to the District Director at the District Office whereupon applicant learners may be considered based on the availability of space.

#### 9.3.9 Removing the Name of a Learner from the School's Admission Register

The name of a learner must be removed from a school's admission register when the learner:

- a. leaves the school after or after completing the compulsory school attendance period or is granted an exemption from compulsory attendance according to section (4) of the South African Schools Act.
- b. applies for a transfer to another school and the transfer is affected.
- c. is expelled from the school by the HOD or MEC.



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- d. dies; or
- e. is absent for 10 consecutive school days without a valid reason (lockdown learning excluded).

#### 9.4 Admission Age and Compulsory School Attendance

#### 9.4.1 Admission Age of Learners

- a. The admission age of a learner to Grade 1 in a public school is age five (5) turning six (6) by 30 June in the year of admission. In the case of Gr 1 applicants, preference will be given to learners who become 7 in the year of admission if they comply with this policy.
- b. A parent who wishes to make an application for admitting an underage learner to grade 1 at the school must apply and a school readiness report from an educational psychologist or a similar professional to the school.
- c. Should the school find that it would not be in the child's best educational interest to be admitted to Grade 1 as an under-aged learner, the applicant may appeal to the HOD, who must furnish the parent with his finding and reasons for this finding in writing. The parent may then appeal to the MEC if not satisfied with the outcome by the HOD.
- d. Where a learner's age is three years or more above the normal grade age norm, the school will engage the District Director to place the learner in a fast-tracking programme.
- e. The age-grade norm requirements for learners with special education needs applying for admission at a public ordinary school are the same as for learners in special schools.
- f. The age-grade norm requirements for learners with special education needs applying for admission to this school will be administered accordingly.
- g. Every parent must cause every learner for whom he or she is responsible to attend a school from the first school day of the year in which such learner reaches the age of seven years until the last school day of the year in which such learner reaches the age of fifteen years or the ninth grade, whichever occurs first.

#### 9.5 Learners who are repeating

In principle, learners should progress with their age cohort. The norm for retention is one year per school phase. A learner who has repeated one or more years at the school in terms of this policy is exempt from the age-grade norm. In cases where a learner is three years older than the norm age per grade, the Principal will seek direction from the Head of Department on whether the learner will be admitted to that grade.

#### 9.6 Capacity of the school

- a. To facilitate the HOD's determination regarding the minimum and maximum capacity of a school as contemplated in section 58C (6) of the South African Schools Act, the principal will, by 30 June of each year, provide the HOD in writing with the following information -
  - the size, number and condition of the classrooms, laboratories, and other rooms or spaces used for teaching in the school.



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- ii. the allocation of classrooms to grades.
- iii. the curriculum program of the school.
- iv. the number of educators and their teaching specialization and workload; and
- v. any other information that the Head of Department requires.
- b. The SGB has determined the School's maximum capacity for learner admission as follows:

#### The total number of learners in School:

Per class based on the 1:40 norm:

Size of the classes:

#### Per grade:

- c. The following factors are considered in determining the School's capacity:
  - i. That learners' best interests have a preference
  - ii. The number of educators available
  - iii. The space available for administrative needs
  - iv. The number of appropriate classrooms available
  - v. Space needed for sports, cultural and recreational activities
  - vi. The available space in the current media and computer centres, science and technology laboratories and the school hall
  - vii. The sanitary facilities available
  - viii. Parking facilities
  - ix. Safety measures
  - x. The maximum number of learners permitted per class
- d. The principal will request the District Director in writing to declare a school full, when necessary. This request will be submitted with all the supporting documentation to declare the school full.
- e. The HOD or an official delegated by him in writing will declare the school full. When the school was declared full in writing, no further online applications may be considered for admission.

#### 9.7 Determination of feeder zones

- 9.7.1 After receiving a proposal of this school's feeder zone from the Head of Department, the Principal and governing body shall respond to the Head of Department, indicating whether they support the feeder zone determination or provide reasons why they do not support the determination and provide recommendations.
- 9.7.2 Once a final feeder zone determination has been made, the governing body of this school or a parent of a learner affected by a feeder zone determination may, within 30 days of the date of the determination, lodge an appeal to the MEC objecting to the determination.



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#### 10. PROTECTION OF INFORMATION ACT, 2013 (ACT 4 OF 2013), AS AMENDED

10.1 The information being collected by the school with regard to the application process in terms of this policy will only be used for the purpose of the school administration for school activities. The information will not be disclosed to any external sources other than in an emergency, or to the Gauteng Department of Education or any other authority legally entitled to such information.

#### 11. SCHOOL PROPERTY

- 11.1 Every enrolled learner of the school shall take good care of the property of the school including property which is placed at his/her disposal and shall return it to the school on or before a date specified by any educator employed at the school.
- 11.2 The parents of any learner at the school are liable for any damage to or loss of school property in respect of which the learner concerned is liable to the school.
- 11.3 It is the duty of every parent to assist the State and the SGB of a school to promote a culture of respect for school property

#### 12. RISK, DAMAGE OR LOSS OF PROPERTY ANY LEARNER AND/OR PARENT

- 12.1 Parents must note that the School and /or SGB accepts no liability for the damage to, or destruction or loss of any property brought on the School premises by the learner or his/her parent(s).
- 12.2 It matters not who causes such damage, destruction or loss, how it is caused, whether it is caused by someone's act or failure to act, or whether it is caused by someone's intention or negligence. The School accepts no liability or risk.
- 12.3 Learners are encouraged to safeguard property brought onto the School premises, and applicants and parents of learners are encouraged to take out their own insurance against such damage, destruction or loss.

### 13. THE SCHOOL'S CODE OF CONDUCT FOR LEARNERS (INCLUDING APPEARANCE AND DRESS CODE)

- 13.1 The parent must note that whilst his/her refusal to subscribe to the School's Code of Conduct for Learners (including dress code) cannot be an obstacle to the admission of the learner to the School, the Code is nevertheless binding on the learner. Section 8(4) of SASA provides as follows: "Nothing contained in this Act exempts a learner from the obligation to comply with the code of conduct of the school attended by such learner."
- 13.2 Every parent is encouraged to support the School in familiarising him/herself with the School's Code of Conduct for Learners and seeing to the observance thereof by the learner in terms of paragraph 6



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of the Guidelines for The Consideration of Governing Bodies in Adopting a Code of Conduct for Learners.

#### 14. RIGHTS AND OBLIGATIONS OF PARENTS

- 14.1 The governing body of the school must inform all parents of learners admitted to a school of their rights and obligations in terms of the South African Schools Act, 1996, and any applicable provincial law
- 14.2 Parents must specifically be informed about their rights and obligations with respect to the governance and affairs of the school, including the payment of school fees, the process of deciding the school budget at the annual budget meeting of the school, determination of school fees, and the Code of Conduct for Learners and related policies and school rules.
- 14.3 Parents have an obligation to support their children to attend school regularly.

#### 15. AMENDMENT OF THE POLICY

This Policy may be amended, supplemented, modified or altered from time to time by the SGB.

#### 16. APPROVAL AND VERIFICATION:

Short Title	The Admission Policy of Laerskool Wierdapark	
Start date	1 July 2024	
Validity	27 February 2014	

#### 17. ANNEXURES

ANNEXURE A: Required Information



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**ANNEXURE A: Required Information** 

Information that must accompany the application for admission in terms of regulation 6(2) of the Gauteng Regulations on Admission of Learners to Public Schools No. 1160/2012:

- 1. A certified copy of the child's birth certificate
- 2. A copy of an identity or other document confirming, to the reasonable satisfaction of the SGB, the identity of each person falling under the definition of "Parent" in SASA
- 3. An affidavit, employer's certificate, electricity account or any other proof reasonably required by the SGB to verify the place of residence of a learner and his/her "parents", or the fact and place of employment of the "parents" of the learner
- 4. A certified copy of any Court Order or testamentary document confirming guardianship or legal custody or any similar right of the person ("Parent") claiming such right
- 5. In the event of admission to a primary school, proof that the learner has been immunised against the following illnesses: polio, measles, tuberculosis, diphtheria, tetanus, and Hepatitis B
- 6. A transfer card if the learner is currently enrolled at another school.
- 7. The latest school report card of the learner if he or she is currently enrolled at another school
- 8. Where a learner claims preferential placement on a waiting list in terms of regulation 7 since the learner's siblings are already enrolled at the School, proof of such relationship must be furnished.

If the listed documents cannot immediately be provided by the parent, the learner may be provisionally admitted, provided that the parent furnishes proof within two weeks following the date of application that the outstanding documents have been requested. If the parent fails to furnish proof within the aforementioned period that the outstanding documents have been requested or fails to provide the outstanding documents within six weeks following the date, the parent's failure will be reported to the District Director.