

# Application for Distance Learning



Application for Admission into Grade: (Mark with an X)

Gr 8 Core	Gr 9 IGCSE	Gr 10 IGCSE	Gr 11 AS	Gr12 AS
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Please attach ID size photo of the learner in this space

Current School and Highest Grade passed:

Date (Year) from which admission is required: (Mark with an X)

2020	2021
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## SECTION A: LEARNER'S INFORMATION

Surname:												
First Names: (as on birth certificate)												
Called/Preferred Name:												
Identity Number												
Home Language:						Nationality:						
Religion/Denomination:												
Race:	Asian	Black	Coloured	Indian	White							
Learner's Address:												
Learner's Cell Number:												
Home Telephone Number:												
Learner's Email Address: (if applicable)												
Emergency Number:						Relation to Learner:						

## LEARNER'S ACADEMIC PERFORMANCE

Please Note: A copy of learner's latest end-of-year school report MUST be attached to this application.

Has the learner previously repeated a grade?
If yes, which grade?

## LEARNER'S SUBJECT CHOICE

Our subjects for Grades 8, 9 & 10 are classified as IGCSE and for Grades 11 & 12 as AS. Learners must complete their IGCSE levels at the end of Grade 10 in order to continue with AS levels in Grades 11 & 12. Students are expected to complete at least one subject on IGCSE level and five on AS.

Subject	IGCSE	AS
English Home Language		
Afrikaans First Additional Language		
Mathematics		
Accountancy		
Business Sciences		
Biology		
Chemistry		
Physics		
Computer Science		
Geography		
History		
French		

## SECTION B: FAMILY INFORMATION

Brothers or sisters currently at Ridgefield?				
Name:		Grade:		
Name:		Grade:		
Learner is currently living with?	Both Parents	Mother	Father	Guardian
Marital status of parents?	Married	Single	Divorced	Other

Parents deceased?	Both	Mother	Father	
Communication to?	Both	Mother	Father	Guardian

## FATHER'S DETAILS

Surname:			Title:		
Full Name(s):					
Identity Number:					
Marital Status:	Married	Separated	Divorced	Single	Re-Married
Contact Information	Home:		Cell:		
Email Address:					
Residential Address:					
Postal Address:					
Profession/Occupation:					
Employer:	Name:				
	Address:				
	Telephone No:				

## MOTHER'S DETAILS

Surname:			Title:		
Full Name(s):					
Identity Number:					
Marital Status:	Married	Separated	Divorced	Single	Re-Married
Contact Information	Home:		Cell:		
Email Address:					

Residential Address:	
Postal Address:	
Profession/Occupation:	
Employer:	Name:
	Address:
	Telephone No.

### STEP FATHER/MOTHER DETAILS - If applicable

Surname:						Title:					
Full Name(s):											
Identity Number:											
Marital Status:	Married	Separated	Divorced	Single	Re-Married	Widowed	Other				
Contact Information	Home:			Cell:							
Email Address:											
Residential Address:											
Postal Address:											
Profession/Occupation:											
Employer:	Name:										

	Address:
	Telephone No.

### LEGAL GUARDIAN'S DETAILS – if applicable

Surname:						Title:					
Full Name(s):											
Identity Number:											
Marital Status:	Married	Separated	Divorced	Single	Re-Married	Widowed	Other				
Contact Information	Home:					Cell:					
Email Address:											
Residential Address:											
Postal Address:											
Profession/Occupation:											
Employer:	Name:										
	Address:										
	Telephone No.										

### SECTION C: SCHOOL FINANCE

Please note that Ridgefield Academy is a private FEE-PAYING SCHOOL and that by enrolling your child in our school, you are accepting an obligation to contribute financially towards the education he/she receives.

Person responsible for the account:

Surname:	Title:
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Full Name(s):													
Relation to Learner:													
Identity Number:													
Occupation:													
Contact Information:				Home:				Cell:				Work:	
Email Address:													

## SCHOOL FEES 2023

Fees 2023	R500 per month per subject (Five Hundred Rand). Payable on or before the 7 <sup>th</sup> of every month over a <b>12-month period</b> .
Exam Fees:	Parents should be aware that exam fees are payable for IGCSE and AS finals.
Text Book Fees:	Parents are responsible for purchasing their child's books. Please order timeously.
Banking Details:	Ridgefield Academy FNB Brandwag. Branch Code: 230534 Account No: 62737526072

Please note: It is our school's policy that should any learner fall behind in school fees, he/she will unfortunately not be able to participate until all the outstanding fees have been brought up to date. As this would be a **most difficult** situation for all concerned, we urge you to keep to your commitment to pay the fees so as to ensure that your child will have a happy, secure, and uninterrupted schooling career.

## TERMS AND CONDITIONS

I / We \_\_\_\_\_ the parent(s)

of \_\_\_\_\_ understand that payment of school fees is obligatory and that I/we as parents am/are liable for such school fees, which liability may be enforced by due process of law in the event of non-payment.

I / We declare that I/we am/are in a financial position to pay the school fees as adopted and that



payment is to be effected by one of the methods stipulated by the School contained in its policy of fees structure;



both parents are jointly and severally liable for payment of such school fees;









that in the event of the school being obliged to hand over for collection through its attorneys any outstanding school fees, I/we shall be liable for the legal costs incurred by the school for the collection of such outstanding fees on a scale as between attorney and client, including such collection commission which the school may be obliged to pay to its attorneys.

## DECLARATION, INDEMNITY AND WAIVER

I declare that all particulars furnished by me on this form are true and correct.

In my personal capacity and on behalf of the learner in my capacity as parent/guardian I hereby agree to:

-  ensure that my child has the necessary means to participate in distance and online learning activities, as required for each particular subject;
-  ensure that my child participates in all prescribed activities and should he/she not be able to for any reason, inform the school accordingly;
-  take an interest in my child's academic activities;
-  support Ridgefield's commitment to high standards of behaviour; to actively and enthusiastically support the school staff in providing quality opportunities;
-  work closely with the Principal and educators in addressing issues which affect your child;
-  express my concerns openly within the school's structures in a loyal, supportive, constructive and forthright manner.

I will take responsibility for ensuring that my child is adequately insured against any personal injury or related risks that may occur during contact sessions and/or practical sessions at Ridgefield Academy. I will also ensure that any personal belongings are adequately insured against loss during contact sessions and/or practical sessions at Ridgefield Academy.

I understand and agree that the school staff, assistants or helpers cannot be responsible for any losses, injury or damage incurred howsoever or from whatsoever cause arising during contact sessions and/or practical sessions at Ridgefield Academy. I indemnify and hold harmless the School and staff against any claims whatsoever related to my child.

Whilst my child is involved in practical activities or contact sessions at Ridgefield Academy, I authorise the Principal (or appointed staff member) to act in loco parentis, including granting consent for medical treatment in the case of an emergency, once all reasonable efforts to contact the learner's parents have been made.

\_\_\_\_\_  
Mother / Guardian

\_\_\_\_\_  
Father/ Guardian

\_\_\_\_\_  
Date

PLEASE INCLUDE THE FOLLOWING DOCUMENTATION WITH YOUR APPLICATION

Documentation:	Yes	Office use only
1. Certified copy of birth certificate or identity document of the applicant.		
2. Certified copy of identity document of each parent and/or guardian or debtor.		
3. Copy of latest report from the applicant's present school. If the mid-year report is not available at the time of submission, the previous year's December report should be submitted and the mid-year report be forwarded as soon as this is available.		
4. An ID size, recent photograph of your son/daughter.		
5. Medical conditions that school need to be aware of*		
6. Copy of Medical Aid Card or Medical Aid Information*		

\*Applicable if learner will attend practical sessions/workshops at Ridgefield Academy

