

APPLICATION FOR 2024 SCHOOL YEAR
Grade 2-7
ROBERT HICKS SCHOOL

Email: rhsadmissions1@gmail.com

**The school fees for 2023 is R13 200 pa R1220 pm
The fees for 2024 will be determined at the AGM in Oct/Nov 2023.**

APPLICATIONS MUST BE MAILED BACK TO THE EMAIL ADDRESS ON FIRST PAGE OF THE APPLICATION FORM. NO HARD COPIES ARE TO BE BROUGHT TO THE SCHOOL!!!

Documents to be submitted (Certified)
Parents/Legal guardian IDs
Proof of home/work address
Child's birth certificate
Clinic card (Grade 1-3 only)
Current school latest report

Non-South African Citizens (Certified)
Learner's Study/Refugee/Asylum/Permanent Residence Permit
Learner's Passport
Father's Refugee/Asylum/Permanent Residence Permit
Father's Passport
Mother's Refugee/Asylum/Permanent Residence Permit
Mother's Passport

NB GRADE 2-7 APPLICATIONS: The outcome of all applications for Grade 2 to 7 will only be available at the end of the year. The School will inform you of the outcome of your application by email, using the email address you supply on your application. Please only make enquiries about the outcome of your application if you have not heard from the school by 7th December 2023.



ROBERT HICKS PRIMARY SCHOOL

LEARNER INFORMATION FORM: GRADE 2-7 IN 2024

Application forms will be available on the School's website (www.roberthicksschool.co.za) from 15TH June 2023 until the 30 November 2023. After having downloaded and completed the application forms please email to rhsadmission1@gmail.com (NB please SEE BELOW for list of required supporting documents)

THE PLACEMENT OF LEARNERS:

The criteria used for the placement of learners are as follows:

1. Learners whose **home address** is in the School's feeder zone*. Learners are placed at the school closest to their home address within the feeder zone. Should the School still be able to accommodate learners after all the learners resident in the School's feeder zone*, learners meeting the applicable criteria below will be offered placement:
2. Learners who in 2023 have a **sibling** enrolled at Robert Hicks School in Grade 1-6. Unfortunately, the applications for siblings of learners in Grade 7 in 2023 at Robert Hicks School do not qualify for application based on sibling status;
3. Learners whose **parent/s work** in the School's feeder zone*;
4. Learners whose home address is outside the School's feeder zone* but **within 30km** of the School;
5. Learners whose home address is **more than 30km** from the School.

NB GRADE 2-7 APPLICATIONS: The outcome of all applications for Grade 2 to 7 will only be available at the **end of the year**. The School will inform you of the outcome of your application by email, using the email address you supply on your application. Please only make enquiries about the outcome of your application if you have not heard from the school by 7th December 2023.

(Robert Hicks School is in Tshwane North District)
The feeder zone map is at: www.roberthicksschool.co.za

THE FOLLOWING DOCUMENTS ARE REQUIRED:

After completion of the application, please check against the following list that all required documents are attached to the application form:

- * Fully completed information form (incomplete forms cannot be accepted).
- * Learner's birth certificate. In the case of an application for a sibling, an un-abridged birth certificate is required.
- * Both parents' and/or **legal** guardians' Identity Documents. If a parent is deceased, please include a copy of the death certificate.
- * **Proof of residential address:**
Homeowner: Municipal Account not older than 3 months in the name of the applicant parent bearing the full residential address and /or home loan statement.

Tenants/ Renters

- Latest (**not older than 2 months**) municipal account which **must** be in either the **mother's** or **father's** name. (Should the municipal account be in the name of a step-parent the marriage certificate of the parents must be provided as well as a copy of the Identity Document of the step-parent or the landlord's name ; certified ID copy to be provided)
 - **Legal lease agreement** for the property signed by landlord and tenant; must be in either the **mother's** or **father's** name bearing the full residential address (If the lease agreement is in the name of a step-parent, the marriage certificate of the parent must be provided as well as the Identity Document of the step-parent)
 - Certified Landlord's ID when renting directly to the owner
 - Rental Payment slip with full physical residential address not older than 2 months
 - A letter from the rental agent (e.g. Huurkor, Ithemba, Pretor etc.) confirming the occupants of the property, specifically including the name of the learner for which application is being made.
- * If the application is based on a **parent working in the feeder zone***, a letter confirming employment of the parent/s **working** in the zoned area, on the Employer's letterhead and signed by the HR Manager or Senior Manager.
 - * Immunization card (front page with baby's details and the immunization records page only).
 - * Foreign nationals must provide **VALID** passports, permanent residence permits, study permits or Refugee and Asylum Seeker documents for both parents as well as the learner.

A certified copy of any court order confirming guardianship or custody or any similar right of the person ("parent") claiming such right.



GAUTENG DEPARTMENT OF EDUCATION

EMIS NO: 231399



ROBERT HICKS PRIMARY SCHOOL

588 Adcock Street, Gezina, Pretoria, 0084
☎ 012 329 1695 X 10 (Office hours: 07:00-14:30)
rhsadmissions1@gmail.com
www.roberthicksschool.co.za

INFORMATION FORM FOR LEARNER IN GRADE 2-7 IN 2024

(TO BE FILLED BY THE SCHOOL OFFICE)

Application Reference number: _____

Application for Grade _____ in 2024

LEARNER'S DETAILS:

Surname:	
First name/s:	
Name by which learner is known: (This is the name we must call your child at school)	
Boy: <input type="checkbox"/> Girl: <input type="checkbox"/>	Home language: _____
Preferred language of teaching:	
Foreign national:	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Refugee/Asylum seeker:	Yes: <input type="checkbox"/> No: <input type="checkbox"/>
Permit number:	
Country of birth:	
Ethnic group: (Asian, African, Indian, Coloured, White, Other)	
Nationality:	
Learner's date of birth:	
Learner's ID or passport number:	
Names of sibling/s and their grade/s at this school (NOT cousins/relatives)	1. _____ 2. _____ 3. _____
Religion:	Robert Hicks School family code: _____

Present school attending:	
Address, phone number and fax number of present school:	
Who does the learner live with:	
Learner's residential address:	
Name of Medical Aid:	
Medical Aid number:	
Medical Aid main member:	
Remarks (eg epilepsy, diabetes, allergies, special medication etc):	

PARENT/S OR LEGAL GUARDIAN/S DETAILS:

Details of **BOTH** parents **MUST** be completed. Only if you are a **LEGAL** guardian must you complete this information as a guardian. **Guardians must provide court order documents.**

Is either of the parents deceased? _____

<u>PARENT 1:</u>	<u>INFORMATION REQUIRED:</u>	<u>PARENT 2:</u>
	Title: (Dr, Prof, Mr, Mrs etc)	
	Surname:	
	First names:	
	ID number: (SA citizen)	
	Passport number: (Foreign nationals)	
	Home language:	
	Ethnic group: (Asian, African, Indian, Coloured, White, Other)	
	Occupation:	
	Employer:	
	Work address:	
	Work telephone number:	
	Work email address:	
	Home address:	
	Postal address and postal code:	

<u>PARENT 1:</u>	<u>INFORMATION REQUIRED:</u>	<u>PARENT 2:</u>
	Home telephone number:	
	Cell number:	
	Personal email address:	
	Marital status: (Single/Married/ Divorced/Widow/er)	
	Citizenship:	
If the parents are divorced, who has custody of the learner?		
Does the learner have contact with both parents?		
Who is responsible for the payment of school fees?		

<u>EMERGENCY CONTACT DETAILS:</u> (should the school not be able to reach the parents)		
<u>NAME AND SURNAME:</u>	<u>RELATIONSHIP TO LEARNER:</u>	<u>CELL AND TELEPHONE NUMBERS:</u>
1.		
2.		

PARENT 1:

I _____ (full names) hereby declare that the information recorded in this form is true and correct and is the latest information available and by my signature below, I give the Chairperson of the School Governing Body or his/her designate, permission to check and confirm any of the details or documents given by me. I understand that should any of the information supplied by me is found to be false, the application will be cancelled.

The school reserves the right to verify all information supplied in this application. In the event of fraudulent documents being submitted, the application will be rejected and the school reserves the right to lay a criminal charge of fraud against any of the parties to this application.

I understand that in terms of the South African Schools' Act, Robert Hicks School is a fee paying school.

PARENT/GUARDIAN SIGNATURE: _____ **DATE:** _____

PARENT 2:

I _____ (full names) hereby declare that the information recorded in this form is true and correct and is the latest information available and by my signature below, I give the Chairperson of the School Governing Body or his/her designate, permission to check and confirm any of the details or documents given by me. I understand that should any of the information supplied by me is found to be false, the application will be cancelled.

The school reserves the right to verify all information supplied in this application. In the event of fraudulent documents being submitted, the application will be rejected and the school reserves the right to lay a criminal charge of fraud against any of the parties to this application.

I understand that in terms of the South African Schools' Act, Robert Hicks School is a fee paying school.

PARENT/GUARDIAN SIGNATURE: _____ **DATE:** _____