



KLIPSPRINGER PRIMARY SCHOOL

Tel: (013) 741 2431
 (013) 741 5069
 Fax: (013) 741 2431
 e-mail: kpsadmissions@lantic.net

APPLICATION FOR ADMISSION YEAR 2024

PLEASE NOTE: Admission to the school is subject to written acceptance by the Governing Body of Klipspringer Primary School.

Grade applied for:		Highest grade passed:		OFFICE USE:	
		Passed in:		Approved date:	
APPROVAL BY PRINCIPAL ONLY				Starting date:	
				Admission number:	
				Class:	

Learner Information:

Surname:		Initials:		Preferred Name:		
First Names:						
Date of Birth:	Y	M	D	Gender:	Male	Female
ID Number:			Race:			
Physical address of learner:			Country of origin:			
			Religion:			
Home Language:			Language of instruction:			
Parents deceased:		None	Mother	Father	Both	
South African Citizenship: Yes / No						

Previous School Information:

Name of school:	
Postal address of school:	Telephone number of school:
	Province:

Brothers and sisters currently attending Klipspringer Primary School:

Surname of learner	Name of learner	Grd	Relationship to child: (Mark with a cross)				
			Biological Child	Foster Adopted	Stepchild	Grandchild	Other
			Biological Child	Foster Adopted	Stepchild	Grandchild	Other
			Biological Child	Foster Adopted	Stepchild	Grandchild	Other

Medical Aid Information:

Medical Aid:	Medical Aid number:
Main member:	Allergies:

Name of doctor:		Tel nr of doctor:	
Serious medical condition the school should know about:			
Dexterity of learner:	Right handed	Left handed	Ambidextrous
Number of siblings in family:		Position in family: (e.g. First)	

Parent Information:

Father / Stepfather / Guardian		Mother / Stepmother / Guardian	
		Relationship	
		Title	
		Initials	
		Name	
		Surname	
		ID Number	
		Passport number	
		Ethnic Group	
		Marital Status	
		Occupation	
		Employer	
		Tel Home	
		Tel Work	
		Cell phone	
		Email address	
		Fax number	
		Postal address	
		Home address	
Family Status of child: (X)	Both Biological Parents	Mother & Stepfather	Father & Stepmother
	Mother only	Father only	Legal Guardian
			Legally Adopted
			Grandparent
			Foster care (Orphan)

Alternative contacts in case of emergency:

Name and Surname	Cell number:	Relation to child:

Extra-mural activities / Religious activities:

Activity	Yes	No
Do you have any objections to your child participating in religious activities? (e.g. Assembly) If yes state reason:		

STATEMENT BY APPLICANT:

All the provided information provided is true and correct.

NAME AND SURNAME: _____

SIGNATURE: _____

DATE: _____

SCHOOL FEES – FINANCIAL INFORMATION

(Applicable under condition of child being admitted)

Person that will be responsible for payment of school fees:

NB: Klipspringer Primary School is NOT a NO-FEE school. Parents will be expected to pay for their child's education as per our payment Terms & Conditions and as per the South Africans Schools Act.

Parents who are unable to pay school fees may on time apply for assistance with these fees. Forms will be available from the Finance office.

Title:	Name:	Surname:
ID Number		
Physical address:	Postal address:	
	Code:	
Contact no:	Email address:	
Occupation:	Employer:	
Physical address of employer:	Postal address of employer:	
	Code:	
Tel. no of employer:		

STATEMENT BY APPLICANT:

All the provided information provided is true and correct.

NAME AND SURNAME: _____

SIGNATURE: _____

DATE: _____

PLEASE NOTE: FORMAL CONTRACT WILL BE SIGNED ON RECEIVAL OF WRITTEN ACCEPTANCE ON CHILD'S ADMISSION.



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P.O. Box 16174
West Acres Nelspruit 1211

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PRIMARY SCHOOL

CHECKLIST AND DECLARATION TO BE COMPLETED WITH SUBMISSION OF APPLICATION

	DOCUMENT ATTACHED	YES	NO
1	Certified copy of the learners BIRTH CERTIFICATE		
2	ID Photo X2 of learner(ID or Passport – NO other photo will be accepted)		
3	Copy of BOTH Parents/Guardians IDENTITY DOCUMENTS		
4	Legal Guardianship from court if child is in Foster Care or Adopted		
5	Proof of RESIDENCE of LEGAL Parent /Guardian as directed by Court (Mbombela Water and Lights Account in applicants name) / Silulumanzi Account in applicants name) NO CONFORMATION LETTER FROM MBOMBELA MUNICIPALITY OR HOME OWNER WILL BE ACCEPTED.		
6	SALARY ADVICE both parents		
7	Latest School Fees Statement		
8	Copy of Medical Aid Membership or Clinic Card		
9	Copy of full IMMUNIZATION CARD		
10	Most recent PROGRESS REPORT from previous school if applicable (Gr 1 – 7)		
11	Document filled IN FULL		
12	Received Conditions and General Information with Application form		
13	Received General Information page regarding 2024 admissions at Klipspringer Primary School		

Parent/Guardian Submitting Application declaring that ALL CONDITIONS as specified have been adhered to:

NAME AND SURNAME: _____ SIGNATURE: _____

DATE: _____

PLEASE NOTE: FORMAL CONTRACT WILL BE SIGNED ON RECEIVAL OF WRITTEN ACCEPTANCE ON CHILD'S ADMISSION.

Admin Clerk Receiving Application declaring that ALL CONDITIONS as specified have been adhered to:

NAME AND SURNAME: _____ SIGNATURE: _____

DATE: _____



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IMPORTANT GENERAL INFORMATION **FOR ADMISSIONS 2024**

The current learners of Klipspringer Primary School from Grade R to Grade 6 remain as active and enrolled learners continuing their school career with our school in 2024.

Please note that only a few spaces are available for 2024!!!

Foundation Phase: Grade R = 60 Grade 1 = 120 Grade 2 = 0 Grade 3 = 0

Intermediate Phase: Grade 4 = 0 Grade 5 = 0 Grade 6 = 0

Senior Phase: Grade 7 = 0

All new learner applications not admitted will be placed on a waiting list. Thereafter we will accommodate learners where space becomes available according to the school policy.

Admissions will not be treated as first come first admitted basis.

As we have limited space available you are hereby advised to apply at the other schools in your area.

INCOMPLETE FORMS WIL NOT BE PROCESSED
LATE APPLICATIONS WILL BE PLACED ON THE WAITING LIST.

Parents will be notified in writing whether their application was successful.

Parent or Legal Guardian must submit the application and sign the Submission Register



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CONDITIONS AND GENERAL INFORMATION REGARDING NEW APPLICATIONS - 2024

1. The information on the application form, as well as corroborative documents may be verified.
2. The application form **MUST be completed IN FULL** and all relevant documentation must be attached.
This is a **LEGAL and BINDING** document. Any false information on the form will be regarded as an offence and may lead to the application being invalid.
3. The application form MUST be handed in by the Parent or Legal guardian. **Incomplete forms will not be accepted** and will result in your child's application being delayed for further processing.
4. Late applications will automatically be placed on a waiting list.
5. Only the **Biological Parents** or **Legal Guardians** of a child may apply to the school for admission.
(Court documentation to verify legal status – No affidavits allowed)
6. Learners in the feeder area of the school will be considered as a high priority to be admitted to the school as soon as space becomes available.
7. Please note that siblings at Klipspringer Primary does not secure admission for another child of the family. Parents must follow the correct procedure.
8. The following documents MUST be attached to the application form.
 - 8.1. **Certified copy** of the learners **BIRTH CERTIFICATE**
 - 8.2. **ID Photo X2** of learner (Same quality as required for ID or Passport – NO other photo will be accepted))
 - 8.3. Copy of **BOTH Parents/Guardians IDENTITY DOCUMENTS** (Legal Guardianship from court to be attached)
 - 8.4. Copy of **Medical Aid Membership** or **Clinic Card**
 - 8.5. Copy of full **IMMUNIZATION CARD**
 - 8.6. Most recent **PROGRESS REPORT** from previous school – If applicable
Proof of **RESIDENCE of LEGAL Parent/Guardian**, not older than 3 months.
(**Water and Lights Account**)/**Rental agreement**)
 - 8.7. **SALARY ADVICE/PAY SLIP** of both parents

PLEASE NOTE: **NO CONFORMATION LETTER FROM MBOMBELA MUNICIPALITY OR HOME OWNER WILL BE ACCEPTED.**

9. The school must immediately be notified in writing of changes in any of the details given in the application form.

NAME AND SURNAME: _____

SIGNATURE: _____

DATE: _____