

Laerskool Lorraine Primary School

 **Adres / Address:** Meuselaan / Meuse Avenue, Lorraine, Port Elizabeth

 **Tel:** (041) 367 - 1115 **Faks / Fax:** (041) 368 - 1812

 **E-pos / Email:** info@lorraineschool.co.za



2025 APPLICATION REQUIREMENTS AND INFORMATION

Thank you for your interest in Lorraine Primary School.

Important information for you to take cognisance of.

NO E-MAILED APPLICATIONS FROM LOCAL RESIDENTS WILL BE ACCEPTED.

Should the relevant documents not be supplied or the form be completed incorrectly, the application will not be processed. Submission of an application form does not automatically guarantee acceptance. Without prejudice, the Principal reserves the right to accept or reject an application.

GRADE R AND GRADE ONE

APPLICATIONS WILL ONLY BE ACCEPTED FROM 19/02/2024 TO 20/03/2024

The following information MUST please be attached to your application form.

1. Child's **UNABRIDGED BIRTH CERTIFICATE** (indicating Mother, Father and Child). The school will accept the abridged birth certificate temporarily.
2. Both Parents' / Legal Guardians' ID documents.
3. Passport size colour photograph of the child.
4. Proof of current residential address (Utility Bill) proving ownership of property or a Signed Lease Agreement and affidavit from the owner of the property. Attached to the Lease Agreement, we require a utility bill in the name of the owner of the property. Information given will be verified.
5. Proof of immunization.
6. Proof of employment of both parents / certified copies of BOTH parent's salary slips (if self-employed, 3 months CERTIFIED bank statements must be attached).
7. Non-South African Citizens are to produce original Work Permits and VALID STUDY PERMITS.
8. Death Certificate where applicable

GRADE TWO TO SEVEN

ALL APPLICATIONS MUST BE SUBMITTED BY 31/10/2024

The following information MUST be attached to your application form.

1. Child's **UNABRIDGED BIRTH CERTIFICATE** (indicating Mother, Father and Child). The school will accept the abridged birth certificate temporarily.
2. Both Parents' / Legal Guardians' ID documents.
3. Passport size colour photograph of the child.
4. Proof of current residential address (Utility Bill) proving ownership of property or a Signed Lease Agreement and affidavit from the owner of the property. Attached to the Lease Agreement, we require a utility bill in the name of the owner of the property. Information given will be verified.
5. Proof of employment of both parents / certified copies of BOTH parent's salary slips (if self-employed, 3 months CERTIFIED bank statements must be attached).



Die skool wat omgee / The school that cares

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6. Proof of immunization.
7. Non-South African Citizens are to produce original Work Permits and VALID STUDY PERMITS.
8. Death Certificate where applicable.
9. Certified copy of latest report showing details of the child's current school.
10. On acceptance, a transfer document from the previous school must be handed in on the first day of attendance at Lorraine Primary School.

The supplying of fraudulent information could lead to legal action being taken by the School Governing Body.

We do not make photocopies. Therefore, kindly have copies made and certified or produce copies with the original documentation.

In the case of Foster parents / Legal guardians, LEGAL documentation is required to support their status.

ONCE YOUR CHILD HAS BEEN ACCEPTED AS A FUTURE LEARNER AT LORRAINE PRIMARY SCHOOL, YOU WILL HAVE TWO WEEKS TO PAY A FEE OF R2 000 TO SECURE HIS/HER PLACE. THIS MONEY WILL BE DEDUCTED FROM YOUR SCHOOL FEES THE FOLLOWING YEAR.

MEDIUM OF INSTRUCTION

The Governing Body of this school has, in its Language Policy, determined that the school will be a parallel medium school and that the language of instruction will be English or Afrikaans. Learners admitted to the school will need to be sufficiently proficient in English or Afrikaans so as not to hamper their academic progress. **WE STRONGLY RECOMMEND THAT CHILDREN BE TAUGHT IN THEIR MOTHER-TONGUE.**

ADMISSION AGE

Grade R – Learners must turn 6 during the Grade R year.

Grade 1 – Learners must turn 7 during the Grade 1 year.

SELECTION CRITERIA FOR ADMISSION

The Governing Body and the Principal of Lorraine Primary School are bound by the Constitution of the country to ensure that all applications will be treated fairly. However, it must be appreciated that by the number of applications received, not all applicants will be accepted and a fair process of selection is inevitable.

The selection criteria is as follows.

- Learners who have biological brothers / sisters (siblings) presently at Lorraine Primary School.
- Learners who live in the feeder area of the school.
- Learners whose parents / guardians were past learners of the school.
- Learners whose parents / guardians work in the feeder area of the school.
- Should there be space, children from out of the feeder area of the school will be considered. Applicants who do not come from the school's "core geographical area" must accept that their chances of admission are slim and that they must also apply to other schools, and most definitely to their nearest public school.

Parents / Guardians who are on transfer from outside the greater metropolitan area of Gqeberha may complete an application form. The same norms and standards will apply.

To ensure that orderly and effective teaching will always be possible at Lorraine Primary School, the following is of utmost importance.

1. The learner must be proficient in the language of instruction.
2. The learner must be sufficiently equipped for the grade and, where applicable, must have passed the previous grade.
3. The school will apply the learner / teacher ratio as determined by the Governing Body of the school. Once capacity has been reached, no more applications will be considered.
4. Parents / Guardians who apply for their child's admission to the school will, with due observance of the Act, familiarise themselves with the contents of the Mission Statement of Lorraine Primary, policies concerning language and religion, code of conduct and fees and subscriptions to the school. Furthermore, such parent/s or guardian/s should acknowledge acceptance and commit themselves to the fulfilment thereof.
5. A child who is transferred to Lorraine Primary from another school must leave his/her previous school with a clean record.
6. Lorraine Primary School may, in the appropriate circumstances, invite any child and his/her parents / guardians to an interview at the school. A child invited to such an interview will not be admitted unless such an interview has taken place.
7. Should the school have any concerns regarding a learner's health, it may demand that a medical test / examination be undergone at a doctor nominated by the school and that a suitable medical report be submitted to the school.

FINANCIAL OBLIGATION

Please note that Lorraine Primary School is declared a FEE PAYING SCHOOL in terms of the relevant legislation and that by enrolling your child at the school, you are accepting an obligation to contribute financially towards their education.

In terms of Section 40 of the South African Schools Act, the parents/guardians are liable to pay compulsory school fees as determined by the Governing Body of the school. According to this Act, both parents/guardians are jointly and severally responsible for the payment of school fees irrespective of any divorce or maintenance agreement in place. Further, in terms of Section 41 of the same act, the Governing Body may enforce the payment of these compulsory school fees.

The school may conduct an enquiry and/or information search about the parents/guardians/ sponsors with a credit information bureau. The school may transmit details of how the parents/guardians/sponsors have performed in meeting their obligations in terms of the school fees and share such information with other credit grantors for the purpose of making any credit risk management related decisions. If parents/guardians/sponsors fail to meet their school fee obligations, the school may record the non-performance with a credit information bureau. Any information conveyed to a credit information bureau will be available to other credit grantors and used in making credit risk management related decisions.

SCHOOL FEES (SUBJECT TO CHANGE IN 2025)

Listed below are the School Fees for 2024:

Grade R : R18 964 p.a. (R1 724 x 11 months payable from 31 January to 30 November)

Grades 1 – 7 : R18 392 p.a. (R1 672 x 11 months payable from 31 January to 30 November)

School fees for 2025 will be confirmed in November 2024.

Should your child be admitted, we look forward to a long and mutually beneficial relationship. We care lovingly for every child at our school and aim to provide him or her with every possible opportunity to develop his or her potential to the full. We also look forward to a close and constructive relationship with every parent / guardian.