

**APPLICATION FOR ADMISSION TO WENDYWOOD HIGH SCHOOL – 2019**

**LEARNER'S INFORMATION: (PLEASE USE BLOCK LETTERS - ANSWER ALL QUESTIONS)**

SURNAME OF LEARNER \_\_\_\_\_ BIRTH DATE: YEAR \_\_\_\_\_ MONTH \_\_\_\_\_ DAY \_\_\_\_\_

FIRST NAMES IN FULL (AS ON BIRTH CERTIFICATE) \_\_\_\_\_ AGE \_\_\_\_\_

LEARNER'S PREFERRED NAME \_\_\_\_\_ HOME LANGUAGE \_\_\_\_\_ GENDER: GIRL / BOY

OTHER LANGUAGES SPOKEN \_\_\_\_\_ IDENTITY NO. \_\_\_\_\_

LEARNER'S CITIZENSHIP \_\_\_\_\_ GRADE IN 2018 \_\_\_\_\_ GRADE IN 2019 \_\_\_\_\_

LAST SCHOOL ATTENDED \_\_\_\_\_ TEL. NO. OF LAST SCHOOL \_\_\_\_\_

ADDRESS OF LAST SCHOOL \_\_\_\_\_

NON SOUTH AFRICAN CITIZEN : YES  NO

IF YES, IS THERE A VALID STUDY PERMIT IN PLACE FOR 2019 : YES  NO

IF YES, HOW MANY YEARS HAS THE LEARNER LIVED IN SOUTH AFRICA \_\_\_\_\_

RELIGION \_\_\_\_\_ DOCTOR'S NAME \_\_\_\_\_ DOCTOR'S PHONE NO. \_\_\_\_\_

POPULATION GROUP \_\_\_\_\_ ALLERGIES \_\_\_\_\_

SPECIAL NEEDS OF LEARNER e.g. epilepsy, use of wheelchair etc \_\_\_\_\_

RESIDENTIAL ADDRESS OF LEARNER \_\_\_\_\_

\_\_\_\_\_ **EMERGENCY CONTACT NUMBER** \_\_\_\_\_

NAME OF PERSON TO CONTACT IN CASE OF EMERGENCY \_\_\_\_\_

**NAME, SURNAME & GRADE OF BROTHERS & SISTERS PRESENTLY AT WENDYWOOD HIGH SCHOOL:**

**PARENT/S / GUARDIAN/S INFORMATION**

**PERSON/S MAKING APPLICATION**

TITLE : MR/MRS/MR & MRS/MISS/MS \_\_\_\_\_ INITIALS \_\_\_\_\_ SURNAME \_\_\_\_\_

RELATIONSHIP TO THE LEARNER \_\_\_\_\_ DOES THE LEARNER RESIDE WITH PARENT \_\_\_\_\_

FIRST NAMES FATHER / GUARDIAN \_\_\_\_\_ MOTHER \_\_\_\_\_

HOME ADDRESS (PLUS SUBURB AND EXT) \_\_\_\_\_

HOME TEL. NO. \_\_\_\_\_ FAX \_\_\_\_\_ E-MAIL \_\_\_\_\_

POSTAL ADDRESS \_\_\_\_\_ CODE \_\_\_\_\_

FATHER / GUARDIAN'S TEL. (W) \_\_\_\_\_ FAX \_\_\_\_\_ CELL \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ EMPLOYER \_\_\_\_\_

FATHER / GUARDIAN'S WORK ADDRESS \_\_\_\_\_

FATHER / GUARDIAN'S ID NO. \_\_\_\_\_

MOTHER'S TEL. (W) \_\_\_\_\_ FAX \_\_\_\_\_ CELL \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_ EMPLOYER \_\_\_\_\_

MOTHER'S WORK ADDRESS \_\_\_\_\_

MOTHER'S ID NO. \_\_\_\_\_

PERSON RESPONSIBLE FOR PAYMENT OF SCHOOL FEES \_\_\_\_\_

## **DOCUMENTS TO BE SUBMITTED WITH THIS APPLICATION FORM**

**NB. This completed form plus documents should be returned to the school, by a parent or guardian, between 16 April and 28 May 2018. The school will issue a 'Waiting List' number to each applicant.**

1. The original plus a copy of your child's most recent school report;
2. A certified copy of his / her Unabridged Birth Certificate. (In the case of an Immigrant, we require : the original Birth Certificate; a copy of the Passport and relevant pages from the Passport showing current legal status in S.A.; a copy of the vaccination card);
3. Certified copies of the ID's of both biological/adoptive parents / guardians; (In the case of an immigrant, the parents' Passports or S.A. ID's as well as pages from the Passports showing current legal status in S.A.);
4. A certified copy of the ID of the person responsible for the payment of school fees, if not covered above;
5. Proof of Residence (e.g. copy of services bill, not older than 3 months, **in the name of the applicant** showing your physical address; or lease; or affidavit from property owner confirming your residence), being the usual residence of the child;
6. Proof of employment (e.g. confirmation by employer on a letterhead) of parents / guardian as well as the person responsible for payment of fees, if not one of the above;
7. Proof of legal Guardianship, if applicable.

Please note that if any of the above documents is not submitted with this completed form, the school reserves the right not to accept the application form.

## **ADMISSIONS INFORMATION**

We thank you for making application for your child to come to Wendywood High School. For further information about the school you are invited to visit our website [www.wendywoodhigh.co.za](http://www.wendywoodhigh.co.za).

**It should be noted that this is not an enrolment document but purely an application form.**

The Admissions Period is set by the Gauteng Department of Education. Any application not received by end of business on 28 May 2018 will be considered as a Late Application and will be referred to the Gauteng Department of Education for placement. Schools will receive approval on 18 July 2018 to start accepting pupils.

In accordance with the Admissions Process as set out by the Gauteng Department of Education, schools consider applications for learners whose normal residence is in the catchment area of the school, or whose parent/guardian works in the school's catchment area, or who completed Grade 7 at Wendywood Primary School or Buccleuch Primary School, or who have siblings currently enrolled at, and who will continue to be enrolled at Wendywood High School. This is called the 'A' list. Any other application is placed on the 'B' list. Schools are not obliged to place 'B' list learners.

**NB. It is therefore imperative that parents make application to a school where they meet 'A' list criteria.**

It should also be noted that Gauteng Department of Education policy states that once a learner has been enrolled in a high school, the learner may not move to another high school in the same Departmental District.

In the case of **Non South African applicants**, it should be noted that it is a requirement of the South African Department of Home Affairs that any learner studying in this country must have documentary proof of permission to do so, before the learner is enrolled in a school. No non-South African pupil may be enrolled until all required documentation is in place, i.e. fully completed application form, proof of current status in South Africa, original birth certificate, proof of immunisation against polio, measles, TB, diphtheria, tetanus and hepatitis B.

It is also a requirement of the Department of Home Affairs that with certain exceptions, the school fees for Non South African pupils must be paid upfront in full before study commences.

**Follow up:** The school will contact all applicants in due course, to inform them of the next step in the process. The period set by the Gauteng Department of Education for the school to communicate with the successful / unsuccessful applications is from 18 July 2018. Parents are to advise the school of their acceptance / rejection of the placement offer by 03 August 2018.

**The closing date for applications, as set by the Gauteng Department of Education, is the 28<sup>th</sup> May 2018.**

**Application to be signed by Parent or Guardian:**

Signature \_\_\_\_\_

Date of submission \_\_\_\_\_

Print name \_\_\_\_\_