



## **AGREEMENT CONTRACT**

entered between

**Little Genius**, with main place of business at,  
**809 Augrabies Ave, Little Falls ext. 1, Roodepoort,**  
**Telephone numbers 011 475 -7193 and 083 266 2463**

*and*

**Parents/Guardians**

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(Parent's/Guardians Name, Surname and ID numbers) **Residential**

**Address:**

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**Telephone number:**

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**Declaration:**

***Little Genius takes***

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**Date of Birth:** \_\_\_\_\_

**From :** \_\_\_\_\_ **(Date)** *into their school, subject to the following conditions.*

**1. The school undertakes to:**

- 1.1. Admit the learner if he/she complies with the admittance requirements set by the school; 1.2. To set the needs of the learner first according to a holistic educational standard;
- 1.3. Prepare the learner for he's/she's educational career with guidance from qualified and experienced personnel;
- 1.4. Provide services on weekdays that are Mondays to Fridays from 7:30 to 14:00, excluding public holidays and school holidays, as indicated on the year plan.

**2. The school has the right to:**

- 2.1. Any systems which the school has approved for the safety of learners and personnel and to apply certain regulations regarding those systems;
- 2.2. Provide specialised advice about serious behavioural and developmental problems of learners if the management feel it's needed.
- 2.3. Take a learner to the doctor or hospital or call in for help in the case of a medical emergency, if the parents cannot be reached in a reasonable time period;
- 2.4. Deny access of a sick learner, who according to the management shows a threat to himself/herself or to other learners;
- 2.5. Shall not release the learner into the custody of any other person unless the parent/guardian has given proper written notice in advance, accompanied by the person's identity document which will be requested for presentation when the 3rd. party fetches the learner;
- 2.6. If a dispute between parents, divorced parents and/or any authorised party, regarding the abovementioned aspects arises, the learner shall only be returned into the care of the person that left the learner at Little Genius or as per court order. At all times Little Genius will not interfere with the status que ante;
- 2.7. Provide a month's written notification to the parents/guardians in case of a problematic issue that the learner must leave the school premises, unless the management decides that shorter notification is needed in specific circumstances;
- 2.8. Cancel the admission of a learner if more than a month's school fees are outstanding on the 7th day of the month and parents/guardians will be held responsible for all debt collection and legal fees;
- 2.9. Held parents/guardians responsible for any outstanding fees or payments to the school as indicated in the agreement and take any steps necessary for the collection of those fees or payments and has the right to blacklist the responsible person at the relevant credit bureau;

**3. The school does not take responsibility for:**

- 3.1. Any medical costs of a learner;
- 3.2. Distribution of child illnesses, infections or head lice;
- 3.3. Any institutions and/or aftercare, which the learner might attend and that institution and/or aftercare will be responsible for the learner as soon as they leave the school premises; 3.4. The consequences of the action/s of a third party (Refer to paragraph) while the learner is in the school's care;

- 3.5. For any incidents that occur when the learner is dropped off or picked up outside the school gate;
- 3.6. The transport of learners;
- 3.7. Loss or damaging of personal belongings and/or clothing;

**4. The parents/guardians are jointly and solely responsible for:**

- 4.1. Payment that occurs over a period of 11 months, which will be evident before or on the 7th of every month;

The yearly remuneration is subject to change, with effect from the 1st of January of each consecutive year of teaching in respect of the learner. Fees are payable in advance (10% discount for fully years' payment), in accordance with the fee structure.

- 4.2. The fee for the first consecutive month of the next year of teaching (i.e. January of the next year of teaching) as well as the full registration fee to the school, will be payable on or before the 7th of December of the current year;
- 4.3. The full payment of school fees when the learner is absent, whether on holiday or holiday or illness or both;
- 4.4. For the full payment of a penalty fee (R250.00 per day) if any payments are late, thus any payments that are made after the 7th of every month. (Cash or Internet payment).

That penalty fee will be added on the same month's account of the late payment;

- 4.5. A written notification of 30 days and the full payment of school fees for the notice month if the learner decides to leave the school on any date during the months January until November. It is agreed between the parties that letters, faxes and e-mails will be accepted as sufficient notice in this
- 4.6. Notifying the school of any health, psychological or behavioural problems that the child might have or develop, or of any circumstances or events that might influence her/his behaviour patterns or wellbeing;
- 4.7. Notifying the school if your child contracts a children's disease or any contagious sickness including headlice and/or any contagious alimentary canal disorder, (i.e. diarrhoea, Rotavirus and Gastro Enteritis), eye infection (Pink eyes), Hand-Foot-Mouth diseases and H1H1 (Swine Flu) the parent shall not bring the learner to Little Genius and undertake to comply with the applicable health regulations. A child's recovery from the abovementioned illness or disorder must be confirmed by a certificate issued by a medical practitioner before the child is once again placed in the care of Little Genius.
- 4.8. Notifying the school of any changes in contact details, including telephone numbers, residential address and postal address;
- 4.9. Providing the correct information and instructions on the dosage card which parents/guardians complete when handing in any medication;
- 4.10. All legal fees that might occur with the enforcement of the conditions of this agreement, including debt collection fees for the lawyer and personal fees reflecting on parents/guardian's account.

**5. The parents/guardians undertake to obey all school rules and recognise that he/she/them completely familiar is/are with the following namely:**

- 5.1. Personnel of the school are not allowed to transport any learner between their home and school;
- 5.2. The parent/guardians are not allowed to call any personnel of the school on their cell during school hours, if the call is very urgent, the parent /guardian is welcome to phone the office at the school;
- 5.3. The parents/guardians need to notify the school if another authorised person, who are indicated on the admittance form are fetching the learner from school;
- 5.4. The parents/guardians need to undersign a disclaimer form if the parents/guardian provide permission for another person or institution to take the learner on an excursion;
- 5.5. The parents/guardians organise birthday parties at school in consulting with the class personnel first;
- 5.6. No personal toys, cell phones, iPad and/or tablets are allowed to be sent to school unless the daily program indicates it;
- 5.7. The parents/guardians provide medication when applicable and the dosage form;
- 5.8. The Little Genius uniform is compulsory, unless indicated otherwise on school program;
- 5.9. The parents/guardians (Gr R-Gr 3) are required to send an additional set of school clothing as well as a hat to school every day;
- 5.10. It is compulsory for parents/guardians to make sure their child is sent to school groomed, dressed in their school uniform and are protected by an effective sun block;
- 5.11. By the dropping and collecting of a learner, the parents/guardians are required to accompany their child until inside the school grounds when they are dropped as well as to fetch them from inside the school grounds and accompanying them back to the vehicle after school;
- 5.12. Unless otherwise arranged with Little Genius, the parents/guardian and relatives shall not visit Little Genius and/or the learner during school hours, as this may upset the learner and prohibits Little Genius from performing their duties;
- 5.13. The parents/guardians need to notify the school immediately if the learner is absent;
- 5.14. The learner's daily communication book shall operate as your child's journal. It is expected of the parent/guardian to read thoroughly your child's book on a daily basis and acknowledge receipt of all notices and correspondence from management. Failure to comply can result that important information is not conveyed what will be to your child's disadvantage. The book must be signed on a daily basis and must be send to school with the learner every day;
- 5.15. Communication can be done in writing through the learner's communication book
- 5.16. Parents/guardians are responsible for sending a healthy lunch box with the learner to school;

***6. The parents/guardians admit by undersigning this agreement that he/she/they is/are completely familiar with the rules and regulations of the school and that he/she/they read and understood the content of this Agreement.***

***7. Unless the conditions of the Agreement are not met, the school has the right, without any notification to:***

7.1. Deny admission and class attendance; and 7.2. To cancel this Agreement immediately.

***8. Regulations are subject to change, whereas parents/guardians will be notified in writing, which will be valid after the parents/guardians have signed it.***