



ROBERT HICKS PRIMARY SCHOOL

LEARNER INFORMATION FORM: GRADE 1 IN 2021

After having completed the online application process (www.gdeadmissions.gov.za) and having obtained a reference number from the online application system, please complete the attached learner information form and email / fax to Robert Hicks School (NB please turn over for list of required supporting documents).

Please note the learner information form is not an application for admission form.
The GDE online application system is the **ONLY** way to apply for admission for Grade 1 (and Grade 8).

NB: The completed information must be submitted to the School by email or fax only:

Email: mail@roberthicksschool.co.za / Fax: 012 329 6507

The closing date for applications is 25 July 2020.

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 2020 have a **sibling** enrolled at Robert Hicks School in Grade 1-6. Unfortunately the applications for siblings of learners in Grade 7 in 2020 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.

The outcome of the application will be communicated directly to parents by the GDE.
Please monitor the application's progress and status on the GDE website.

*The feeder zone can be viewed at: <https://education.gauteng.gov.za/> /
GDE Schools Feeder Zone Maps
(Robert Hicks School is in Tshwane North District)
The feeder zone map is also available at: www.roberthicksschool.co.za

THE FOLLOWING DOCUMENTS ARE REQUIRED:

After completion of the online application, please check against the following list that all required documents are attached to this information form if they were not uploaded on the www.gdeadmissions.gov.za site:

- * 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 (i.e. municipal account). If the account is not in the name/s of the parent/s please include a sworn affidavit confirming residence at the address.

If the residential address is in the feeder zone*, the following are also required:

- 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; and
- **In the case of a rental property, the following documents are required in addition to the municipal account:**
 1. **Legal lease agreement** for the property. Lease agreement must be in either the **mother's** or **father's** name. 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; and
 2. **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

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☎ 012 329 1695 X 10 (Office hours: 07:30-14:00)
Fax: 012 329 6507
mail@roberthicksschool.co.za
www.roberthicksschool.co.za

INFORMATION FORM FOR LEARNER IN GRADE 1 IN 2021

Online Application Reference number: _____

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. _____		
	Robert Hicks School family code: _____		
Religion:			
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:** _____