



# BPMS AFTERCARE

Cnr. Main & Sloane Street, Bryanston  
 Contact detail: Nicky Brits  
 Alecea Snyders

072 906 0472 / aftercare@bpms.co.za  
 alecea@bpms.co.za

## REGISTRATION FORM AND AGREEMENT – 2021

**PLEASE MARK WITH X**

| FULL DAY (TILL 17:30)                                | HALF DAY (TILL 15:00)               |
|--|-------------------------------------|
| <b>START DATE:</b>                                   |                                     |
| <b>YOUR CHILD(REN) INFORMATION</b>                   |                                     |
| Full Name of Child(ren)                              |                                     |
| Grade(s)   |                                     |
| Date of Birth  |                                     |
| Allergies  |                                     |
| <b>MOTHER'S DETAILS</b>                              |                                     |
| Full Name  |                                     |
| ID Number  | <i>(Please supply a copy of ID)</i> |
| Occupation   |                                     |
| Company Name   |                                     |
| Company Address                                      |                                     |
| Work phone number                                    |                                     |
| Home phone number                                    |                                     |
| Cell number  |                                     |
| Email address  |                                     |
| Marital status                                       |                                     |
| Home address   |                                     |
| Postal address                                       |                                     |
| Vehicle registration number                          |                                     |
| <b>FATHER'S DETAILS</b>                              |                                     |
| Full Name  |                                     |
| ID Number  | <i>(Please supply a copy of ID)</i> |
| Occupation   |                                     |
| Company Name   |                                     |
| Company Address                                      |                                     |
| Work phone number                                    |                                     |
| Home phone number                                    |                                     |
| Cell number  |                                     |
| Email address  |                                     |
| Marital status                                       |                                     |
| Home address   |                                     |
| Postal address                                       |                                     |
| Vehicle registration number                          |                                     |
| <b>EMERGENCY INFORMATION</b>                         |                                     |
| Medical Aid Name                                     |                                     |
| Medical Aid Number                                   |                                     |
| Contact person (name & tel)                          |                                     |
| <b>PERSON(S) AUTHORISED TO COLLECT YOUR CHILDREN</b> |                                     |
| Name(s) and relationship to child                    |                                     |

*This Agreement consists of four (4) pages, including this Registration Form. Once completed and signed, please return the original to Alecea Snyders / Nicky Brits to secure your child's enrolment at Aftercare. The original must be delivered on or before the starting date indicated above.*

Mother initial: \_\_\_\_\_

Father initial: \_\_\_\_\_

This Agreement is entered into between:

BPMS Aftercare Centre, place of business at Bryanston Parallel Medium School, cnr Main and Sloane Street, Bryanston ("BPMS Aftercare") and the undersigned individual(s), being parents, guardians or any other person authorized to enter into this Agreement (the "Parent").

## 1. FEES AND FEE STRUCTURE

1.1. Fee Structure for 2021 which may be subject to change: **Please tick the option full or half day.**

|                                   |                          |  |
|-----------------------------------|--------------------------|--|
| <b>Full day fees (till 17:30)</b> | <input type="checkbox"/> | <b>R1 160.00 per learner per month</b> |
| <b>Half day fees (till 15:00)</b> | <input type="checkbox"/> | <b>R750.00 per learner per month</b>   |
| <b>Daily Fees (15:00)</b>         |                          | <b>R70.00 per learner per day</b>      |
| <b>Daily Fees (17:30)</b>         |                          | <b>R120.00 per learner per day</b>     |

- 1.2 Fees are payable in advance, on or before the seventh (7th) of each month, for a period of eleven (11) months, starting on 7 January each year. The Parent's last payment for the year should be received by BPMS Aftercare by no later than 7 November each year, unless this Agreement has been terminated in accordance with paragraph 4 below.
- 1.3 Please ensure that monthly payments reach us promptly. If payment is made electronically, remember that a transfer can take up to three (3) days.
- 1.4 Should you fail to pay fees in full by the fifth (7th) of each month, we reserve the right to immediately suspend all services without notice. The full fees payable, will remain payable by the Parent to BPMS Aftercare.
- 1.5 Even if you do not receive a statement every month, you are still liable for the monthly fees. The onus is on the Parent to ensure that they receive their monthly statement via email by the 3rd of each month. If it has not been received please notify us via email on [finance@bpms.co.za](mailto:finance@bpms.co.za).
- 1.6 All direct payments are to be made into the account of Bryanston Parallel Medium School, without set-off or deduction:

|                      |  |
|----------------------|--|
| <b>Account Name:</b> | <b>Bryanston Parallel Medium</b>   |
| <b>Bank:</b>         | <b>First National Bank (FNB)</b>   |
| <b>Account No:</b>   | <b>62 02 60 55 261</b>   |
| <b>Branch:</b>       | <b>Bryanston</b>   |
| <b>Branch Code:</b>  | <b>250 655</b>   |
| <b>Reference:</b>    | <b><u>(please contact the office to confirm your reference number)</u></b> |

### 1.7 No discounted fee is offered.

- 1.8 Holiday care is run separately and the fees are over and above the fee for aftercare that is still payable over the same eleven (11) month period as irrespective of whether your child is absent from aftercare or not (for any reason, including but not limited to school holidays; sickness etc.)

## 2. OPERATING HOURS AND CLOSING

- 2.1 BPMS Aftercare operates from 13h00 to 17h30, Monday to Friday excluding Holidays, during the school term. Please ensure that the children are collected by 17h30 for full day learners and 15:00 for half day learners, a late collection fee of R100.00 per half an hour, will be charged and is payable on the day.
- 2.2 BPMS Aftercare will not be held responsible for the safety of your child/ren after 17h30.
- 2.3 Failure to pay the late collection fee, will result in your child/children not being accepted into BPMS Aftercare until the late collection fee is paid.
- 2.4 BPMS Aftercare closes each year at 17h30 on the last day of the fourth (4<sup>th</sup>) term when BPMS Aftercare's staff take their annual leave.
- 2.5 The monthly aftercare fees are exclusive of Holiday care.
- 2.6 Holiday care can be arranged directly with Nicky [aftercare@bpms.co.za](mailto:aftercare@bpms.co.za) and is payable upfront. **NO PAYMENT NO HOLIDAY CARE**

Mother initial: \_\_\_\_\_

Father initial: \_\_\_\_\_

### 3. GENERAL

- 3.1 Each child is to be signed out on the daily register by an adult, when the child is collected from BPMS Aftercare. No child is to leave the premises without being signed out. Please do not stay in the car and hoot for your child. **PARENTS MUST SIGN THE CHILD/REN OUT.**
- 3.2 Children are not allowed to wait at the black gate. Please do not encourage your child/ren to do so.
- 3.3 Each child is made aware of the area designated to BPMS Aftercare and is instructed not to leave this area. Children who leave this area without the knowledge of the supervisor will be strictly dealt with.  
BPMS Aftercare staff will not be held liable for any misfortune/injury that may befall them at such time. Please discuss the dangers and consequences of such action.
- 3.4 The Parent is requested to notify the supervisor if a child is not to attend BPMS Aftercare on a particular day.
- 3.5 The Parent is requested to notify the supervisor if a person other than the Parent is to collect the child on a particular day.
- 3.6 A change of clothes as well as a hat and sunscreen is strongly recommended. The children are not encouraged to wear their school uniforms – uniforms are expensive.
- 3.7 Please ensure that these items are clearly marked and check that all items of clothing etc. are in the bag when leaving aftercare. There is a lost property box, please ensure that you check this box on a daily basis. The Parent is requested to check that the school bag / or any clothes that is taken is your child's/children's and not that of another child attending aftercare. It is the responsibility of the Parent to ensure that their child has all their belongings.
- 3.8 It is the responsibility of the child to report to the BPMS Aftercare at the end of school. Failure to do so will result in the child being marked absent and BPMS Aftercare will not accept responsibility for his/her safekeeping.
- 3.9 That the parent will show respect towards BPMS Aftercare staff, and understand that BPMS Aftercare has the child's/ren's safety at heart.
- 3.10 The parent hereby acknowledges that the Agreement has been read in its entirety and that the Parent is in agreement with same.

### 4. TERMINATION

- 4.1 The Parent may terminate the child's enrolment at BPMS Aftercare by giving thirty (30) days' notice in writing, via email, such notice is to be received by the first (1<sup>st</sup>) of the month which is to be the last month. The parent shall continue to be liable for the full fees due to BPMS Aftercare until the conclusion of the notice period. For the avoidance of doubt, if the Parent intends the last month to be August for example, then such notice is to be received on or before 1 August.
- 4.2 If a parent removes, or gives cause to remove a child from BPMS Aftercare (without giving the required notice, that parent shall immediately be liable for the full amount of the following month's fees.
- 4.3 BPMS Aftercare shall have the right in its sole discretion, without notice or refund to terminate the contract and require the child to leave the aftercare immediately if it becomes necessary.
- 4.4 Unless the Agreement is terminated in accordance with paragraph 4, it shall remain in force indefinitely.

### 5. LIMITATION OF LIABILITY

- 5.1 The Parent herewith acknowledge that no claim may be made against the school for any injuries sustained by my son / daughter, nor for the loss of nor damage to any articles of clothing or equipment of whatsoever nature, while participating in any aftercare activities.

### 6. ENTIRE AGREEMENT, VARIATION AND JURISDICTION

- 6.1 BPMS Aftercare and the Parent hereby agree that this constitutes the entire Agreement between them for the services rendered by BPMS Aftercare.
- 6.2 No variation of these terms will have any effect unless reduced to writing and signed by both BPMS Aftercare and the Parent.
- 6.3 In the event of a dispute arising in terms of this Agreement, BPMS Aftercare and the Parent consent to the jurisdiction of the Magistrates Court of South Africa.

### 7. DOMICILIUM

- 7.1 The Parent appoints the address set out on page one (1) of this document for service of all notices and legal processes.

Mother initial: \_\_\_\_\_

Father initial: \_\_\_\_\_

## 8 FIRST AID

- 8.1 The Parent hereby give permission to the staff of BPMS Aftercare to act in their stead (in loco parentis) to give first aid, and/or to obtain other medical treatment that may be deemed necessary for their child/ren at personal/medical aid's expense.

## 9 HOMEWORK

- 9.1 All children enrolled at the aftercare must attend the homework class. It remains the child's/ren's responsibility to go to homework class. Please discuss this with your child/ren.
- 9.2 Homework class for Gr. 4 -7 will start at 14:00. Gr. 1 – 3 will start homework class directly after school.
- 9.3 Children that participates in extra-mural activities must attend the homework class after extra-mural activities.
- 9.4 Children will work on their homework during their time spent at BPMS Aftercare, assisted wherever possible by the person in charge who will sign any completed homework. The Parent is most welcome to check the homework register each afternoon.
- 9.5 It is the responsibility of the Parent to check that homework is complete and correct, also to sign the homework book or diary on a daily basis and to check for any notices or messages. The Parent must reinforce the work done, i.e. reading, spelling, project, tests and speeches at home and show an interest in the child's academic progress. The caregiver's time is limited and therefore can't be held responsible to check that the homework is done correctly, it remains the responsibility of the Parent to check.

## 10. CELL PHONES / TABLETS

- 10.1 No cell phones, tablets or any other electronics are allowed at BPMS Aftercare, however tablets may be used for homework ONLY in homework class. These devices will be confiscated and can be collected on the last day of the term.

## 11. PROTECTION OF PERSONAL INFORMATION

11.1 I/we, being the parent/s or legal guardian/s of the learner, consent to:

- a) my/our personal information being collected, processed and stored by the school in terms of the relevant provisions of the Protection of Personal Information Act 4 of 2013 (POPI) for purposes of the proper functioning, management and governance of the school, as prescribed in the South African Schools Act, 84 of 1996 and other relevant national and provincial educational legislation and policies; and
- b) the learner's personal information (including academic, attendance, behavioural and other school-related records) being collected, processed, shared and stored by the school in terms of the relevant provisions of the Protection of Personal Information Act 4 of 2013 (POPI) for purposes of enrolment of the learner in the school, the proper functioning, management and governance of the school, as prescribed in the South African Schools Act, 84 of 1996 and other relevant national and provincial educational legislation and policies.
- c) I/we confirm that I/we have been informed that the abovementioned personal information will be dealt with in line with the school's POPI policy, which is available on the school's website, alternatively upon request to the school. I also confirm that I am aware that my/our rights with regards to the protection of my personal information is also detailed in this policy.
- d) I/we confirm that I/we understand that it is my/our responsibility to inform the School as soon as any of the personal information I have provided herein changes and undertake to furnish the School with such amended information as soon as possible.

SIGNED at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
(SIGNATURE OF MOTHER)

\_\_\_\_\_  
(SIGNATURE OF FATHER)