Leer beter, leef beter.

Learn better, live better.

www.simond.co.za
Contents

Welcome Letter by our Principal, Mr Mark de Klerk 3
School fact sheet(s) 4
School fees 6
Application form 8
Admission Policy 12
Letter of Undertaking 15
Arrear School Fees 16
Code of Conduct 17
Debit order form 20

SIMOND PRIVATE SCHOOL EXISTS TO APPLY CHRISTIAN VALUES IN THE QUEST FOR ACADEMIC EXCELLENCE.

OUR CORE VALUES ARE:
CENTRALITY OF CHRIST
AUTHORITY OF THE BIBLE
CHRIST-LIKENESS
STEWARDSHIP and MAXIMISING INDIVIDUAL POTENTIAL

www.simond.co.za
Dear Potential Simond family member,

Thank you for the interest you've expressed in Simond Private School.

I would like to take this opportunity to highlight some key points which sets us apart from other schools and how becoming part of the Simond family will be one of the best decisions you can make in the interest of your child.

Simond Private School is one of the oldest schools in South Africa with humble beginnings in 1852. We currently educate more than 170 learners in our primary school and high school.

At our primary and high school, we provide independent education in English and Afrikaans to learners from Grade R to Grade 10.

Our educational model is based on:
- Christian values
- Child friendliness
- Creative thinking
- Controlled class sizes (no more than 20 learners per class)
- Mainstream academics
- Focus on school readiness
- Individuation
- Biblically integrated curriculum
- Benchmarked ACER standards
- IEB examination
- Qualified and committed educators

Our approach to education is to prepare learners by providing a favourable environment for teaching and learning.

Simond Private School learners will have an IEB qualification at the end of their Matric year. Your child will have access to an excellent education which places emphasis on the application of knowledge. We teach our learners independent thinking.

It is important to note that Simond Private School is moving from strength to strength, with our school spirit and participation in sport and culture at an all-time high. We are excited about the future of our campus, to say the least! So far we have excelled in various sporting, cultural and musical fields with provincial, national SA players currently in attendance at our school.

As a campus, we are not just inward focused. There are also other value-added initiatives our educators include in their daily lessons with our learners, which cover topics like self-worth and responsible citizenship - with all these programs aimed at empowering our learners to achieve their God given potential.

There really is so much more awaiting you when you become part of the Simond family. I invite you to take the next step in your child’s education.

I look forward to receiving your application forms.

Yours in Christian education

[Signature]

www.simond.co.za
QUICK FACTS ABOUT OUR SCHOOL!

Foundation Phase: Grade R to Grade 3
Intermediate Phase: Grade 4 to Grade 6
Senior Phase: Grade 7 to Grade 11 (2021)

Class Size: Maximum of 20 learners per class
Dual Medium Classes (Afrikaans & English)

SCHOOL HOURS (Monday – Friday)
Grade R - 2: 07:45 - 12:45
Grade 3: 07:45 – 12:45 (Mon, Wed, Fri)
07:45 – 14:15 (Tues, Thurs)
Grade 4 - 10: 07:45 – 14:15

Cultural Activities
Include:
Debating; Drama; Choir;
Music Theory and Instruments (piano, guitar, recorder and vocal training)
Eisteddfod Participation

Spiritual Aspects
Include:
Daily Devotions
Praise and Worship
Outreach
Prayer gatherings

SIMOND SPORTS:
Swimming
Tennis
Cricket
Hockey
7’s Rugby
Athletics
Chess
Netball

www.simond.co.za
FOUNDATION PHASE
Subjects:
Language (English / Afrikaans)
Mathematics
Life Skills
Computers4Kids

INTERMEDIATE PHASE
Subjects with Biblical Integration:
Languages (English and Afrikaans)
Mathematics
Life Skills
Natural Sciences and Technology
Social Sciences (Geography and History)
Creative Arts (Drama, music and visual art)
Computers4Kids

SENIOR PHASE
Subjects with Biblical Integration:
Languages (English and Afrikaans)
Mathematics
Life Skills
Natural Sciences and Technology
Social Sciences (Geography and History)
Creative Arts (Drama, music and visual art)
EMS
Technology

Grade 10 Subject Choice:
Home Language (Afrikaans / English)
First Additional Language (Afrikaans / English)
Mathematics / Mathematical Literacy

CHOOSE ANY THREE:
Physical Science • Life Science • Geography • Computer Application Technology • Engineering Graphics and Design • Dramatic Arts • Visual Art • Music • History

www.simond.co.za
PRIVATE SCHOOL

CONDITIONS OF ACCEPTANCE FOR GRADE N TO 10 (2020)

General information:
Learners may be enrolled into Grade R the year they turn 5, on condition that the learner`s birthday is before June 30th.

Learners in higher grades are enrolled so that their age is in accordance with the median of the grade.

Applicants will be required to complete a school readiness test (Gr. R and 1) or an assessment (Gr. 1 – 7) or an interview (Gr. 8 – 10).

Simond School is a main-stream, academic school and we do not cater for special educational needs. If necessary, parents may be advised to seek placement at an alternative institution.

Initiation fee:
A non-refundable fee of R10 000 is charged upon successful application.

Development levy:

<table>
<thead>
<tr>
<th>Grade entrant</th>
<th>First entrant (R)</th>
<th>Second entrant (R)</th>
<th>Third entrant</th>
</tr>
</thead>
<tbody>
<tr>
<td>N &amp; R</td>
<td>4000</td>
<td>2000</td>
<td>No fee</td>
</tr>
<tr>
<td>1</td>
<td>3500</td>
<td>1750</td>
<td>No fee</td>
</tr>
<tr>
<td>2</td>
<td>3000</td>
<td>1500</td>
<td>No fee</td>
</tr>
<tr>
<td>3</td>
<td>2500</td>
<td>1250</td>
<td>No fee</td>
</tr>
<tr>
<td>4</td>
<td>2000</td>
<td>1000</td>
<td>No fee</td>
</tr>
<tr>
<td>5</td>
<td>1500</td>
<td>750</td>
<td>No fee</td>
</tr>
<tr>
<td>6</td>
<td>1000</td>
<td>500</td>
<td>No fee</td>
</tr>
<tr>
<td>7</td>
<td>500</td>
<td>250</td>
<td>No fee</td>
</tr>
<tr>
<td>8</td>
<td>2500</td>
<td>1250</td>
<td>No fee</td>
</tr>
<tr>
<td>9</td>
<td>2000</td>
<td>1000</td>
<td>No fee</td>
</tr>
<tr>
<td>10</td>
<td>1500</td>
<td>750</td>
<td>No fee</td>
</tr>
</tbody>
</table>

The Development levy is non-refundable and payable before the first day a new learner attends Simond.

Multiple enrolments:
Should more than one child be enrolled simultaneously, the learner in the lower grade will be considered the “first entrant” and the learner in the higher grade will be the “second entrant”.

Fees will be applied accordingly.

Continue to Page 7...
School fees structures:

- School fees are payable in advance by the 7th of each month by debit order.
- School fees are paid in advance and are due within 5 (five) working days from invoice.
- School fees are reviewed annually and announced during the final quarter of the year.
- Further discounts are awarded for second (5%) and third (10%) children enrolled.

<table>
<thead>
<tr>
<th>Grade</th>
<th>Monthly Fee (R) Payable over 12 months</th>
<th>Annual Fee (R)</th>
</tr>
</thead>
<tbody>
<tr>
<td>N &amp; R</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>1</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>2</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>3</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>4</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>5</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>6</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>7</td>
<td>3500</td>
<td>42 000</td>
</tr>
<tr>
<td>8</td>
<td>3800</td>
<td>45 600</td>
</tr>
<tr>
<td>9</td>
<td>3800</td>
<td>45 600</td>
</tr>
<tr>
<td>10</td>
<td>3800</td>
<td>45 600</td>
</tr>
</tbody>
</table>

Language of Learning and Teaching:

Learners will be addressed and converse in the LOLT as indicated by their parents on the application documents. The languages of choice in Simond are Afrikaans or English.

Our bank details are:

Simond Privaatskool OR Simond Private School
Standard Bank Paarl OR ABSA Bank Paarl (Business Cheque Account)
Branch Code: 050210 Branch Code: 632005
Acc. No: 072 139 102 Acc. No: 4095724134 (ABSA swift kode: ABSA ZA JJ)

Aftercare is available from 14h15 until 17h30 (Monday - Thursday) for Grade 1 – Grade 10. An additional fee is payable for this service and rates are determined per hour for incidental attendance or monthly (by agreement) for regular attendance.

Gr. R learners may make use of Kinderark facilities for their aftercare. Kinderark’s contact number is: 083 336 9825

Acceptance:
Successful applicants will be informed in writing after the close of applications.

When a class is at capacity, additional applications may, on request, be placed on our waiting list.

Acceptance and enrolment at Simond Private School affords parents and guardians the opportunity to have their children attend the school. No additional rights or entitlements are implied or suggested.

________________________  ________________
Parent/guardian signature  Date
APPLICATION FOR ENROLMENT

NO APPLICATION WILL BE CONSIDERED WITHOUT THE FOLLOWING:

- Fully completed APPLICATION form
- Child’s birth certificate / ID
- Child’s immunization card
- Latest school report (Gr 1 – Gr 10)
- Letter from your Pastor/Reverend/Priest

SCHOOL TOURS may be arranged on WEDNESDAYS between 09h00 – 11h00
(Please arrange your visit in advance by contacting the school, telephone number 021 874 1196)

LEARNER’S INFORMATION:

Full Name of Learner: ______________________________________ Gender: Male / Female
ID Number: __________________ Nationality: _______________________
I/We would like my/our child to attend the school as from: (Year) ________ Grade: ________
Home Language: ____________________________________________
Language of Learning and teaching: Afrikaans / English
School currently enrolled at: ______________________________________
Grade: __________
Principal: ____________________________ Telephone number: _________________________
Current School’s Email Address (print clearly): ______________________________________
Reason for wanting to leave your current school: ____________________________
Have you ever applied at Simond Private School before? ________ If yes, when: __________
Have you ever attended Simond Private school before? ________ If yes, when: __________
Reasons for wanting to attend this school: __________________________________________
_______________________________________________________________
_______________________________________________________________
_______________________________________________________________
_______________________________________________________________
_______________________________________________________________
HOW DID YOU HEAR ABOUT US? ______________________________________

Continue to Page 9...
<table>
<thead>
<tr>
<th>PARENTS/GUARDIANS INFORMATION</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Father</td>
<td>Mother</td>
</tr>
<tr>
<td>Surname:</td>
<td>Surname:</td>
</tr>
<tr>
<td>Name/s:</td>
<td>Name/s:</td>
</tr>
<tr>
<td>ID. No.:</td>
<td>ID. No.:</td>
</tr>
<tr>
<td>Home language:</td>
<td>Home language:</td>
</tr>
<tr>
<td>Cell no.:</td>
<td>Cell no.:</td>
</tr>
<tr>
<td>Home No:</td>
<td>Home No:</td>
</tr>
<tr>
<td>Work No.:</td>
<td>Work No.:</td>
</tr>
<tr>
<td>Postal address:</td>
<td>Postal address:</td>
</tr>
<tr>
<td>Code:</td>
<td>Code:</td>
</tr>
<tr>
<td>Residential address:</td>
<td>Residential address:</td>
</tr>
<tr>
<td>Code:</td>
<td>Code:</td>
</tr>
<tr>
<td>E-mail address:</td>
<td>E-mail address:</td>
</tr>
<tr>
<td>Occupation:</td>
<td>Occupation:</td>
</tr>
<tr>
<td>Employer:</td>
<td>Employer:</td>
</tr>
</tbody>
</table>

Contact person in case of emergency: ___________________________  Phone: _______________________

Church attending: _______________________________________

Pastor/Rev/Priest: ___________________________  Phone: _______________________

Continue to Page 10...
**LEARNER’S MEDICAL INFORMATION**

<table>
<thead>
<tr>
<th>Immunization(s)</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Tuberculosis</td>
<td></td>
</tr>
<tr>
<td>Pertussis (whooping cough)</td>
<td></td>
</tr>
<tr>
<td>Tetanus</td>
<td></td>
</tr>
<tr>
<td>Measles</td>
<td></td>
</tr>
<tr>
<td>Diphtheria</td>
<td></td>
</tr>
<tr>
<td>Rubella</td>
<td></td>
</tr>
<tr>
<td>Mumps</td>
<td></td>
</tr>
<tr>
<td>Polio</td>
<td></td>
</tr>
</tbody>
</table>

**Circle** the immunization(s) already received:

- Surgeries:
- Allergies:
- Chronic medication:
- Past diseases:
- Doctor name:
- Doctor’s contact number:

May the school apply minor medications / preparations for complaints such as headaches and/or similar complaints/injuries?

I/We ______________________________________Parent(s) of__________________________
confirm that the above information to be correct.

We hereby undertake to seek timeous professional therapeutic help when and as recommended by the school.

I hereby give the school permission to carry out an ITC/CREDIT check to ensure financial good standing.

Note:
By signing this application, the parent(s) / guardian(s) acknowledge they understand, agree and support the vision of the school as indicated on page 2 of this document.

_________________________  _________________________  ____________
Father / Guardian          Mother / Guardian          Date
FOR OFFICE USE ONLY

COMMENT(S) REGARDING PARENT INTERVIEW: .................................................................
...........................................................................................................................................
...........................................................................................................................................

COMMENT(S) REGARDING LEARNER’S ASSESSMENT: .........................................................
............................................................................................................................................
............................................................................................................................................

HAS A CONFIDENTIAL REPORT BEEN REQUESTED & RECEIVED? .................................
(INCLUDE DATE OF REQUEST AND DATE OF REPLY.)

IF CONFIDENTIAL REPORT HAS NOT BEEN REQUESTED, PROVIDE MOTIVATION?
............................................................................................................................................
............................................................................................................................................

OUTCOME OF APPLICATION:

ACCEPTANCE TO GRADE_________ APPROVED / NOT APPROVED / ON WAITING LIST

NUMBER ON WAITING LIST _________________

REFERENCE NUMBER: _____________________

DATE: ......................................... OFFICIAL: .................................................................
SIMOND AFTERCARE / WAITING CLASS

Time: 14h15 till 17h30
Days: Mondays – Thursdays
Price:

*Monthly Option* (attend any amount of days)
R400.00 per month (January – November)

*Daily Option* (billed for actual days attending)
R50.00 per day (January – November)

Please note: no food provided, please pack own lunches.

“Tannie Kotie” will be in charge of the waiting class. Please let her know if your child is enrolled for aftercare, but not attending.

Kotie Muller: 083 822 3060

＞＜_______________________________________________________________

Hereby I ________________________________ confirm that my child ________________________

will be attending aftercare / waiting class:

Daily (R50 per day will be billed on your school account):

Monthly (R400 per month will be billed on your school account):
SIMOND Private School Admission Policy

**INTRODUCTION**
Simond private school will seek to admit learners where, in the opinion of the school, it can reasonably be expected of the school to fulfil the educational needs of the learners and to simultaneously partner with parents/guardians to move said learners forward in the acquisition and development of Christian values and the depth of their faith.

The purpose of Simond Private School’s Admissions Policy is to provide clear guidelines regarding the application procedure for admission and the selection of successful candidates for enrolment.

The policy is designed to ensure that the interests and obligations of the school and its current learners as well as the interests and obligations of the applicants are fairly evaluated and appreciated. It is vitally important that learners who are enrolled at the school are adequately equipped to cope with our academic programme and a screening process is applied to establish the proficiency of applicants.

**PRIMARY CRITERIA**
The following are the foundational criteria of the admissions policy:
- Simond Private School will not discriminate on the basis of gender, race or ethnic origin.
- Parental Commitment: At least one parent must have made a personal commitment to Jesus Christ and submit themselves to the authority of a local Christian church.

**SECONDARY CRITERIA**
The following criteria must be met to ensure qualification for placement:
- Placement will be limited by the availability of space. As per the school’s constitution, class numbers will remain a maximum of 20 learners. This may vary in particular instances where a full complement is promoted, but some learners from the receiving grade are retained.
- Parents must provide the official results from the learner’s previous school.
- A confidential report may be requested from previous school(s) attended.
- A credit check may be conducted and/or financial status report will be requested from the previous school. Outstanding fees must be paid in full before any application will be considered.
- An assessment by an educational psychologist may be required before proceeding with a placement.
- Parents must disclose all relevant information and/or reports which may have a bearing on the learner’s education. Applications may be declined in cases where parents have failed to disclose pertinent information which might have bearing on the success of admission.
- The learner must be within 2 years of the average age for the grade he/she wish to enter.
• An academic readiness assessment will be required to ascertain whether the applicant would be able to cope with the academic requirements of the school. This test would be administered by the school, at a time specified by the school.
• Parents must comply with and support the Vision and Mission statement of Simond.
• Simond Private School's biblical role is to work in cooperation with the home to mould learners in conforming to Christ-likeness. We therefore strongly believe in the biblical concept and value of family and marriage.

APPLICATION PROCEDURE

1. Application forms submitted.
2. Parents sign the Agreement of Tuition, Code of Conduct and Vision of SPS.
3. Should there be no available place in the grades requested, the applicant may request to be placed on the waiting list.
4. Placement assessment conducted as requested by the school.
5. Interview scheduled with parents.
6. Parents informed of decision (accepted, declined or pending available space or culmination of selection interviews).
7. Placement is confirmed on payment of initiation fee. This fee is non-refundable.

The Interview

• The interview will be conducted by the Principal or a delegated authority.
• The Parents/guardian and the child will be required to attend the interview.

Academic Readiness Assessment

• The purpose of the Academic Readiness assessment will be to determine the levels of competence on an age-normative scale related to the grade of application.

An Assessment by an Educational Psychologist may be required:

1. For any learner entering the School where their results indicate poor academic ability.
2. For any learner, whose previous school used an educational programme unfamiliar to the Principal.
3. For any learner who has not met the promotion requirements at their previous school or who has received a condoned pass from their previous school.
4. For any learner where the Principal wishes to confirm their academic ability.
5. For any learner where the results of age-normative assessment and previous school report results do not reflect a reasonable correlation.
**Selection Decision**

- In all situations the Principal makes the final selection decision, within the framework of the Vision and Mission Statement and with primary consideration of what the Principal deems to be in the best interests of the school and child.
- Should the Principal not conduct the interview, the final decision for acceptance remains with the Principal.
- The Principal may request input from the management team or an outside professional service provider.
- The school reserves the right to decline any application without leave to appeal.

**SPECIAL CIRCUMSTANCES**

**Siblings**

- The school will endeavour to place siblings, but is not obligated to do.

**Limited places**

- Where the school receives more qualifying applicants than available places, the Principal makes the final selection decision.

The principal may base a decision on the following criteria:

1. Commitment of parents to the Christian faith
2. Commitment of parents to Christian education
3. Academic results of learner
4. Sporting ability of learner
5. Cultural ability of learner
6. Dynamics of the class the learner will be entering

Candidates who are unsuccessful due to limited space, may request to be placed on the waiting list. When space does become available, applicants may be invited from the waiting list in an order determined by the school. Simond Private School reserves the right to award places to applicants at its sole discretion.
LETTER OF UNDERTAKING BY PARENT(S) AND/OR GUARDIAN(S) OF LEARNERS

I/We the undersigned, parent(s) /guardian(s) of

________________________________________________________
(Full name/s and surname of learner)

Residing at _________________________________________________
(Residential address)

confirm that we have studied the conditions of acceptance and that we agree to the contents thereof.

As parent/s, we declare our willingness to abide by the terms and conditions of acceptance as well as the rules and regulations of the school, code(s) of conduct, rules of discipline, school practices and all structures of authority within Simond Private School.

We hereby undertake to diligently pay all school fees timeously.

We accept and give permission that the above mentioned child will be allowed to participate in all external school activities, games, sporting activities as well as educational, cultural and social programmes.

We as parent(s)/guardian(s) accept all activities and school outings are undertaken at our own risk and that the school, principal, teachers, board or any authorised individual of Simond Private School will not be liable for any claims and or accountability which may arise from any loss, damages and injuries to the learner or his/her property during any above mentioned activities.

We acknowledge that this letter of indemnity is binding on me/us, my/our executor/s, legal representative(s) and learner.

DULY SIGNED ON THIS ____________DAY OF _____________ 20____AT __________

.......................................................... ..........................................................
FATHER/GUARDIAN MOTHER/GUARDIAN

www.simond.co.za
Dear Parent/Guardian

RE: ARREAR SCHOOL FEES

This letter serves to inform you regarding the decision of the Board.

At the end of 2015 the Board decided there will be more stringent control when it comes to arrear school fees.

To ensure the financial health and well-being of the school the following decisions were made:

When an account is in arrears a letter of warning will be issued. Should there be additional arrears, the account will then be handed over for debt collection. The learner/s will then also have to leave the school within seven days.

It remains the best policy to inform the school of problems in paying school fees. Should you communicate timeously with the school the above steps may be avoided by making prior arrangements.

Please acknowledge receipt of this letter by signing the reply slip below and returning it to school with the application forms. Keep this letter for future reference.

Thank you kindly

______________________________
M.A. de Klerk
(Principal)

I ___________________________________ (name in print), parent of ___________________
acknowledge receipt of the letter regarding school fees.

______________________________  ________________
Signature                        Date

www.simond.co.za
ETHOS
The code of conduct of the school is mirrored in the daily execution of our philosophy of respect for oneself, one’s fellow man and God. This allows for creative thinking, development of personality and originality in an academic atmosphere.

VISION AND MISSION
It is the mission of Simond to enable its students to utilize an effective, balanced and comprehensive education which will ensure a meaningful existence in an ever-changing environment. In tandem with their parents, the teachers commit themselves to quality education and individual attention in order to guide every child to the adulthood which God intended for him/her. In all things we will strive to apply our core values, being:

- The centrality of Jesus Christ
- The authority of the Bible
- Christ-likeness
- Christian Stewardship
- Maximizing individual potential

SIMOND STRIVES TO

- establish Christian norms and values;
- guide each child in physical, spiritual, intellectual and social development;
- restrict class numbers in order to facilitate greater individual attention;
- guide students to accept authority, to exhibit loyalty, to develop self-discipline and cultivate a healthy esprit de corps;
- respect individuality;
- promote exemplary conduct and carriage;
- engender parent participation;
- instill school pride and develop respect for tradition;
- develop an academic atmosphere so that both teacher and student will experience school as positive and meaningful.
SIMOND Private School Code of Conduct

CODE OF BEHAVIOUR – STUDENTS

Our school has a proud tradition since 1852, when Het Sticht founded the school, to establish and improve a high academic standard in this valley.

All the constituents of the school endeavour to nurture an atmosphere whereby this 166-year-old aim can be realized. This is done by creating an optimal and effective learning milieu in-and-outside the classroom.

Pupils who can identify with this vision and historical mandate are welcome to apply to be enrolled at Simond Private school.

Students will be required to:

- exhibit a positive and cooperative attitude towards their teachers;
- participate enthusiastically in all activities of the school where applicable;
- respect their peers, their ideas, property and person;
- be helpful, obedient and courteous;
- not discriminate against another in any way;
- do their best in academic matters and in cultural and sports activities;
- be punctual in attendance, tasks, homework and school hours;
- prepare themselves well for classes;
- help to maintain a clean, litter-free and well-cared for school close;
- be honest, truthful and trustworthy.
SIMOND Private School Code of Conduct

CODE OF BEHAVIOUR – PARENTS

Parents form an integral part of our school. They are important members of the Simond team. Together with staff, management and students, they strive to live the Vision and Mission of Simond.

The school expects parents to:

- be loyal members of our school family;
- take a keen interest in their child’s academic progress;
- be passionate and enthusiastic about our school’s vision and mission;
- radiate the positive image of our school into the broader community;
- be punctual - in paying the fees
  - in adhering to due dates
  - observing school hours
  - in reacting to school communication
- to actively and enthusiastically
  - be available for meetings and committees
  - support school functions and meetings
  - be parents who are involved in school matters
- refrain from seeing teachers during school hours