ID/Passport Photo

For office use only – Learner number

2027

FR

APPLICATION FOR ADMISSION AT LADYBRAND HIGH SCHOOL

Learner details:

Surname (Learner): _____

Name (Learner): _____ Nickname: _____

Grade applying for: _____

Parents/Guardians of learner:

1. Name and Surname:_____ Cellphone number:_____

   Relation to learner Dad__ Mom__ Other:_____ WhatsApp number:_____

2. Name and Surname:_____ Cellphone number:_____

   Relation to learner Dad__ Mom__ Other:_____ WhatsApp number:_____

Contact person in case of a medical emergency:

Name and Surname: _____

Cellphone number: _____

Relation to learner (Father/Mother/Uncle, etc.):_____

Contact person if parents/guardians are not available:

Name and Surname: _____

Cellphone number: _____

Relation to learner (Grandfather/Grandmother/Uncle/Aunt, etc.):_____

Parent/Guardian email address for official correspondence:

THIS APPLICATION WILL NOT BE ACCEPTED UNLESS ALL DOCUMENTATION IS ATTACHED.

	CHECK LIST	YES	NO
LEARNER DOCUMENTATION:			
1.	ID (over 16years) /Birth certificate of learner (South African)		
2.	ID photo of learner		
3.	Copy of latest report		
4.	Copy of medical aid card		
5.	Passport of learner (Immigrant)		
6.	Study permit of learner (Immigrant)		
PARENT/GUARDIAN DOCUMENTATION:			
1.	ID/Passport of BOTH parents/guardians		
2.	Proof of physical address e.g. Water/Electricity account		
3.	Pay slip or proof of income		
4.	Three-month bank statement		

VISION

Establishing an educational institution of excellence, focused on the needs of the learners and the community that the school serves.

MISSION

The mission of Ladybrand High School is to supply learners with quality education and training, based on Christian-National values in order to send knowledgeable and balanced young people into the world.

REQUIREMENTS FOR APPLICATION

Learners must be able to read, speak and write Afrikaans.

Learners from the feeder area of the school will be given preference.

The learner may not be one year older than the average age of the grade that he/she applies for, unless the Governing Body determines otherwise.

Parents and guardians must undertake to comply with the financial obligations as stipulated by the Governing Body.

Parents, guardians and learners must undertake to abide by the rules of the school. Complete policies and regulations are available at the office.

Requirements for enrolment are strictly according to stipulations by the Free State Department of Education. (DoE).

Closing date: Friday, 28 August 2026.

An enrolment fee of R4 000 is payable once the learner has been conditionally accepted. This amount is part of the school fees and sport attire. The status of the learner shall remain conditional dependent on payment of school fees in full for the following year (2027).

LEARNER INFORMATION

Surname _____

Initials [ ][ ][ ] Nickname _____

Names
First _____

Second _____

Third _____

Date of birth [ ][ ][ ][ ][ ][ ][ ][ ]
Y Y Y Y M M D D

Gender [ ] M [ ] F

Race _____

Nationality _____

Country of residence _____

ID or passport number [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Residential address _____

_____

Suburb _____

Postal code [ ][ ][ ][ ]

Learner cellphone number _____

Home language _____

Language of learning _____

Transport to school _____

Parent deceased Father [ ] Mother [ ] Both [ ]

Information of previous school Telephone number _____

Name of previous school _____

Address of previous school _____

_____

Province _____

Medical aid _____

Medical aid number [ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ][ ]

Name of main member _____

Dexterity of learner Right handed [ ] Left handed [ ]

Handing in the application does not guarantee enrolment.

PARENT 1 (RESPONSIBLE FOR ACCOUNT)

Title _____ Initials _____

Surname _____

Full Name _____

Gender ☐ M ☐ F

Home language _____

Race _____

ID or passport number ☐☐☐☐☐☐☐☐☐☐☐☐☐

Street address _____ Postal address _____

_____ _____

Postal code ☐☐☐☐ Code ☐☐☐☐

Occupation _____

Employer _____

Cellphone number _____

Relation to learner _____ (Father/Mother/Stepdad/Stepmom/Grandma, etc.)

Email _____

PARENT 2

Title _____ Initials _____

Surname _____

Full Name _____

Gender ☐ M ☐ F

Home language _____

Race _____

ID or passport number ☐☐☐☐☐☐☐☐☐☐☐☐☐

Street address _____ Postal address _____

_____ _____

Postal code ☐☐☐☐ Code ☐☐☐☐

Occupation _____

Employer _____

Cellphone number _____

Relation to learner _____ (Father/Mother/Stepdad/Stepmom/Grandma, etc.)

Email address _____

We commit ourselves to using the information confidentially for the purpose of clear communication and administration.

NEXT OF KIN 1

Title _____ Initials _____

Surname _____

Full Name _____

Gender ☐ M ☐ F

Home language _____

Relation to learner _____

ID or passport number ☐☐☐☐☐☐☐☐☐☐☐☐☐

Street address _____

_____

_____

Postal code ☐☐☐☐

Occupation _____

Cellphone number _____

Email address _____

NEXT OF KIN 2

Title _____ Initials _____

Surname _____

Full Name _____

Gender ☐ M ☐ F

Home language _____

Relation to learner _____

ID or passport number ☐☐☐☐☐☐☐☐☐☐☐☐☐

Street address _____

_____

_____

Postal code ☐☐☐☐

Occupation _____

Cellphone number _____

Email address _____

LADYBRAND HIGH SCHOOL

INFORMATION SHEET OF LADYBRAND HIGH SCHOOL ON SCHOOL FEES

In terms of the National Schools Act (Act 84 of 1996), Ladybrand High School has been ranked as a Quintile 5 school on the Provincial Resource Targeting. This means that the school is on the lowest ranking regarding allocation of funds by the state.

1. The school must establish its own funding for further learning and teaching purposes.

2. The school must therefore charge school fees.

3. Parents/Guardians all have a chance to discuss or comment on school fees at the annual budget meeting that must be attended by parents.

4. All parents/guardians are obligated by The Act and therefore MUST pay school fees for each learner that attends Ladybrand High School to the extent where he/she is exempted by The Act.

5. **As an alternative there are other high schools in the town of Ladybrand/Manyatseng that are non-paying schools, that learners can attend for free, if the parents/guardian choose not to pay school fees.**

6. A parent/guardian are only exempted from paying school fees as determined by the Act. A parent/guardian must apply annually, in advance, to be exempted from the next year's school fees.

    a) A parent/guardian must come to the school to obtain the necessary forms and be informed about the procedure that must be followed to apply for exemption.
    b) All the required fields on the application must be completed and all documentary proof must be provided for the application to be processed. All applications must be received before the deadline. Late applications will not be processed.

7. All information on the application and documentation that are attached to the application must be true and correct. If any information is found to be false it will be treated as fraud and the application will be invalid.

8. A parent must offer his/her expertise/services free of charge on request or may be asked by the school to offer his/her services/expertise to the school free of charge if the application was successful.

9. All parents/guardians must indicate how the school fees will be paid. School fees:

    a) are due and payable annually up front,
    b) are to be paid by the end of the first month in which the school starts and
    c) will be debited as such.

10. A monthly statement of all outstanding amounts will be sent to the parents.

Initial: Parent/Guardian:_____

11. The following down payment options are available, and all parents/guardians must indicate how school fees will be paid by choosing one of the following options:

    a) **annually up front (at the end of the first term)
    b) **quarterly up front (at the end of the first month of each term) with signing of payment or
    c) **monthly up front for eleven months
    d) Other

12. A payment agreement shall be sent to all parents/guardians to sign if they choose any of the options marked with **.

13. The full outstanding amount will immediately become payable if any of the payments of the options marked with an X, is in arrears.

14. The following procedure will be followed for outstanding/arrear school fees:
    a) 30 Days: Receive statement with highlighted amount/reminder on it.
    b) 60 Days: Receive statement with notice for payment of all due amounts before month end.
    c) 90 Days: Receive statement with a final letter of demand will be sent to inform parents/guardians that the full outstanding amount must be paid within 3 months to avoid legal actions as prescribed by The Act. “Legal actions” mean the issuing of a summons without any further notice and instructions to obtain judgement.
    d) Parents Guardians must come to school and sign an acknowledgement of debt and consent to judgement if they wish to propose any down payment arrangements. All proposals will be evaluated by the SGB.

15. Should parent/guardians proceed with completing the forms as required, the school will accept that they agree to the terms and conditions regarding the payment of school fees and acknowledge their responsibility towards the payment thereof as explained in this document.

16. **Foreigners must pay school fees IN FULL by the 8th of December 2026 for 2027.**

We trust that you find this in order.

Mr. J. Kotzé
CHAIRPERSON: SCHOOL GOVERNING BODY

Initial: Parent/Guardian: _____

CONTRACT WITH LADYBRAND HIGH SCHOOL REGARDING

ACKNOWLEDGEMENT OF DEBT AND THE PAYMENT OF SCHOOL FEES:

Mr/Mrs/Miss, the undersigned, ……., (parent's initials and surname) parent/guardian of the following child(ren) in **Ladybrand High School**:

1._____ Grade: _____

2._____ Grade: _____

3._____ Grade: _____

1. is responsible for the timeous payment of the school fees and possible additional charges as stipulated in Article 39 of the SA Schools Act to the extent that I am able to pay unless I am exempted by this Act.

2. takes note that if the court stipulates that another person should pay the school fees, it remains the responsibility of all parties qualifying as "parents" of the enrolled learner (according to the definition of "parent" in the SA Schools Act) to pay the school fees.

3. is aware that it remains the responsibility of the parties referred to as "parents" by the SA Schools Act, to pay school fees even if a court stipulates in a divorce settlement or any other applicable court order that another person is to pay the prescribed school fees. All "parents" are jointly and separately responsible for payment of school fees.

4. is aware that I am/we are responsible for all legal and personal fees that apply to the tracking and collecting of outstanding school fees as stipulated in the Act on Debt Collection of 1998 as well as any other costs and fees that might be applicable in the future.

5. gives permission that my name may appear on bureau for lists for non-payers should there be any amount in arrears in terms of this agreement. I, furthermore, give permission that enquiries regarding my credibility may be made at any buro as well as enquiries to track me.

6. that the person responsible for the payment of the school fee account (parent/guardian) chooses the address on this enrolment form as their *domicillium citandi et executandi* for the purposes of possible notices to the account holder (parent/guardian) and that any change of address will be handed to the school in writing.

Initial: Parent/Guardian:_____

Payment of school fees at Ladybrand High School will take place as follows: (mark the appropriate square with a cross).	
Annually in advance (before the end of the first term). Discount, if paid in full, as stipulated at the annual parents' meeting.	
Quarterly (by the end of the first month of each term)	
Monthly (before the 3rd of each month) over 11 months.	

I acknowledge being informed that:

- I may apply for exemption of school fees according to my financial situation.
- The application for exemption of school fees needs to be made one year in advance.
- The application form for exemption of school fees is available at the financial office.
- Completed registration forms and re-registration forms also need to be handed in at the financial office.
- Alternative free education is available elsewhere.

Signed by _____ (full name of parent) on

this _____ day of _____ 20_____ at _____(town)

_____
SIGNATURE OF PARENT/GUARDIAN

LADYBRAND HIGH SCHOOL
CONSENT AND INDEMNITY FORM

I, _____, parent/guardian of

_____ (learner's name) hereby give consent for my child's participation in, use of and assistance in the following.

A. TRANSPORT FOR SCHOOL ACTIVITIES

1. any school activity outside the school premises.

2. I further agree that the educators of the school, or a person appointed by the school, may transport my child to and from the school premises for the purposes of school activities outside the school grounds.

I acknowledge that:

3. this consent applies to school activities, and that the state is liable for any damage that may arise from a school activity.

4. this consent in no way constitutes a waiver of the minor's right to institute any claim.

B. ACTIVITIES OTHER THAN SCHOOL ACTIVITES

1. Business activities or any activity other than a school activity as per the SA Schools Act that is approved by the SGB or Principal be it on or away from the school premises.

2. My child participates in these activities at his/her own risk.

3. I grant permission that my child may be transported to and from all activities away from the school's premises by the school or a person appointed by the school.

4. Should a teacher transport a learner voluntarily in an unofficial capacity, an arrangement must be made by the parents and the teacher. The school will not accept any responsibility for any risks that may occur.

5. My child will be under the supervision of the staff of the school or a person appointed by the school and that the staff or appointed person/s will act in such a way as to ensure the safety of my child. I furthermore acknowledge that none of the staff or the persons appointed by the school, the governing body or the school itself may be held liable for the loss of any personal possessions or damage to personal possessions. Therefore, I hereby waive any right to any claim whatsoever against the school that may result from participation in the above-mentioned activities.

Initial: Parent/Guardian:_____

C. PHOTOS/IMAGES/VIDEOS OF A LEARNER

1. As parent/guardian, I hereby grant permission to Ladybrand High School to display photos/images/videos of my child(ren):

   a) demonstration/project/activity during classroom teaching;
   b) a sample project/activity on CD created by the school for use in educational workshops, classrooms, advertisements, etc.;
   c) the school's webpages and social media platforms (including Facebook, Instagram and Twitter);
   d) samples given to programme publishers, or contest entries submitted to sponsors;
   e) video recordings to appear in a school-related programme broadcast on a television station; and/or
   f) any printed publication, including, though not limited to, newspapers, magazines, yearbooks, etc.

2. In granting this permission, I understand that the school may use photos/images/videos of the child(ren) for purposes such as celebrating achievements and publicizing education events, as deemed appropriate by the school governing body and the principal, and that such use may include display in the school photo gallery.

3. I further understand that although the school associated with the photos/images/videos will be identified, and adults appearing photos/images/videos may be named, the name(s) or other personally identifiable information of the child(ren) will not be used with any photo/image/video.

4. I am signing this release form in the knowledge that any photos/images/videos posted on the school's website can be downloaded and reproduced by various news organisations, including print, electronic and broadcast media, and I therefore release the school from any liability arising from the use of photos/images/videos of the child(ren) in school web postings.

5. Additionally, I understand that there are potential dangers associated with the posting of photos, images and videos on a website, since global access to the internet does not allow for control over who accesses information.

Initial: Parent/Guardian: _____

D. URGENT MEDICAL ASSISTANCE

As parent/guardian, I hereby agree that the responsible staff of the school, or a person appointed by the school, may obtain urgent medical assistance for my child should it become necessary during his/her involvement in activities to which this indemnity form pertains. To the best of my knowledge, the child is in good health. Those responsible are however requested to note the following: (Mention any disability, health risk, disorder, impediment or medical condition from which your child suffers and/or any special activities from which your child must refrain. Also mention any medication or allergies.) Take note that NO medication may be given to any learner at school.

MEDICAL INFORMATION

Medical condition(s): _____

Allergies: _____

Medication: _____

Other: _____

Physician: _____

Physician's contact Number: _____

Signed by _____ (full name of

parent) on this _____ day of _____ 20_____ at

_____ (town).

_____

SIGNATURE OF PARENT/GUARDIAN

LADYBRAND HIGH SCHOOL
DECLARATION BY PARENT/GUARDIAN AND LEARNER

I, _____ (full name and surname), with ID/Passport

_____ hereby confirm that I am the parent/legal

guardian of _____ (learner full name and surname)

and is authorized to complete and sign this and any further documentation that might be required and furthermore declare that, I am authorized to apply for reregistration at Ladybrand High School on behalf of the learner and that the learner takes note of such reregistration.

We furthermore declare that:

1. We completed the entire form and that all information is true and correct.

2. **We are familiar with the school rules. We agree that our child will abide to the school rules throughout his/her school career. This includes any changes made to these rules by the Principal or School Governing Body from time to time. We accept any sanctions issued by the Principal or School Governing Body that stems from any recurring/serious misconduct by our child.**

3. We acknowledge that the school has a fixed policy regarding the prevention and handling of alcohol and illegal substance use. As referred to in Article 84 of the SA School's Act, searching and testing can be done at any time or if there are any suspicions that a learner is in possession of, or under the influence of alcohol or any illegal substance.

4. The use of cellphones, electronic- and smart devices are not allowed during school hours. Cellphones and any of these devices will be kept at own risk in school bags. When a phone or Any electronic device is used during school hours, it will be confiscated, and parents must collect it from the office after paying a penalty fee as determined from time to time by the principal or School Governing Body.

5. Any notice of disciplinary sanctions/notices will be handed to the learner to give to the parent/guardian. The learner undertakes to hand the document to the parent/guardian timeously. A copy of the documentation that was signed by the learner will be evidence if the parent is not informed about the sanctions.

6. We are familiar with the content of the code of conduct for learners of the school. The code of conduct is available at the school. Learners are bound by this code.

7. We acknowledge that our child will have to participate in at least one sport activity and one cultural activity throughout the year, despite academics being the focus of the school. I undertake to support and attend the activities of the school in my capacity as parent/guardian.

8. We acknowledge that the presentation of subjects will depend on the minimum number of learners per class as determined by the governing body.

Initial: Parent/Guardian:_____

9. We shall see to it that our child attends school regularly and that he/she arrives on time.

10. We shall see to it that our child prepares for tests and examinations. Should the child be absent due to illness, a doctor's certificate will be handed in as soon as the child returns.

11. We understand that the payment of school fees is a statutory obligation in terms of the South African Schools Act and undertake to comply with the financial obligations as stipulated by the governing body.

12. Statements of outstanding amounts are handed to the learners monthly to deliver to the parent/guardian.

13. The learner undertakes to hand all documentation to his/her parent/guardian in good time. The parent/guardian undertakes to contact the school immediately if he/she does not receive documentation from the learner in this regard. If the parent/guardian does not contact the school it will be accepted that such documentation was received by the parents.

14. We take note that **school newsletters are circulated via WhatsApp** and it remains the responsibility of the **parents to ensure that they are on all relevant WhatsApp information groups.**

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15. We will keep all contact information up to date and we will inform the school within 7 days of any changes to our cell number, e-mail address or home address.

LEARNER

Signed by _____ (full name of learner) on

this _____ day of _____ 20_____ at

_____ (town).

_____
SIGNATURE OF LEARNER

PARENT/GUARDIAN

Signed by _____ (full name of parent) on

this _____ day of _____ 20_____ at

_____ (town).

_____
SIGNATURE OF PARENT/GUARDIAN