

Little Royal Academy

Terms and Conditions of Enrolment

The Terms and Conditions of Enrolment cannot be separated from the Application Agreement, and vice versa. Submitting an application to Little Royal Academy, confirms acceptance of the Terms and Conditions as set out below.

1. Little Royal Academy, including its proprietors, employees, and/or its duly authorized representatives acting in such capacity (“School”) provides a happy, secure and loving environment with dedicated teachers who facilitate the holistic development of each child. We are an independent preschool that relies solely on funding from the parent body through school fees. The Parents/Guardians (Mother/Guardian and/or Father/Guardian as named in the School Enrolment Form of the Child (as named in the School Enrolment Form) are therefore required to sign this contract of enrolment (“Contract”) in acceptance of Terms and Conditions of Enrolment of the School. This Contract is valid until the 3-month written notice is given. The contract will then expire at the end of the third month. No new child will be permitted to attend the School unless this Contract is signed and returned.
2. Little Royal Academy is open from 06:30 –18:00 for the majority of the year, excluding Public Holidays, 2 days in the middle of the year and a break over the December/January festive season. Should a Public Holiday fall on a Tuesday or Thursday, the School will close on the Monday or Friday for a school break. Teachers take leave ad hoc through the year, ensuring there is ample staff at Little Royal Academy to care for your child.
3. In the event that your child is absent due to illness or vacation, no reduction in school fees is permitted. Full fees are due for any given month, irrespective of the date of departure.
4. Should the staff feel your child is unwell, you will be contacted to collect your child as soon as possible. This would generally include a temperature in excess of 37.8°C, OR thick green mucous from the nose OR runny stools OR pink eye,

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etc. Infectious virus' result in re-infection of the children and ultimately, Teacher absenteeism. The school reserves the right to refuse entry if a child is presenting with any infectious illness, until a doctor's note declares them clear of any infection.

5. The Parents/Guardians agree to give the School **3 full month's written notice.**

(Initial)

6. Should less notice be given, the School will charge a cancellation fee to you for the cancellation of this contract. The cancellation fee will be equal to the fees payable for 3 months. You will not be liable for any cancellation fee if you give the 3 full month's written notice of your intention to withdraw your Child from the School. Please note that December fees are not negotiable and notice given in September will include payment for December. Fees are due and payable irrespective of holiday, illness or Governmental intervention.
7. The Parents/Guardians also acknowledge that the School shall not in any manner whatsoever be liable for any loss, injury and/or damages howsoever sustained by any Child and/or Parent and/or their property arising from any cause whatsoever, including but not limited to, the negligence of the School unless the loss, injury and/or damages is caused by gross negligence on the part of the School.
8. Unless you notify the School in writing to the contrary, you consent to your Child participating, both on and off the School premises, in all activities, including extra mural activities, outings and/or entertainment, as well as to your child travelling to and from the abovementioned activities. Save for any gross negligence on the part of the School, the School is not responsible for any loss, injury and/or damages resulting from the abovementioned activities or any other activities and you indemnify the School against any claims in that regard.

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9. The school reserves the right to terminate this Contract with the Parent/Guardians on 20 (twenty) business days' notice should the Parent/Guardian and/or the Child breach the terms contained herein.

10. Any alteration to the Terms and Conditions or Agreement will void the application, and the \ Child will not be accepted to the School.

11. The Parents/Guardians choose the Home Physical Address in the School Enrolment Form as their domicile address in terms of this Contract.

12. The Parents/Guardians hereby hold himself/themselves liable as co-principal debtors to the School for the due fulfilment of all the terms of this Contract and the due payment of all fees and other amounts whatsoever that may become due by virtue of this Contract.

Parent 1 signature	_____
Date	_____
Place	_____
Parent 2 signature	_____
Date	_____
Place	_____
Witness 1	_____
Witness 2	_____