

# LEERDER AANSOEKVORM

Jaar waarvoor aansoek gedoen word: \_\_\_\_\_ Graad: \_\_\_\_\_

Taal van Onderrig: English  Afrikaans



## LEERDER BESONDERHEDE

Naam en Van: \_\_\_\_\_  
 Noemnaam: \_\_\_\_\_ Ouderdom: \_\_\_\_\_  
 Huidige skool: \_\_\_\_\_ Moedertaal: \_\_\_\_\_  
 Geboorte datum: \_\_\_\_\_ Geslag: M  V   
 Broers / susters in GLA: \_\_\_\_\_ Graad: \_\_\_\_\_  
 \_\_\_\_\_ Graad: \_\_\_\_\_



Heg hier 'n onlangse foto van Leerder aan

Hoof kontak persoon (HKP) Naam en Van: \_\_\_\_\_

HKP Kontaknommer: \_\_\_\_\_ Verwantskap tot Leerder: \_\_\_\_\_

HKP E-Posadres: \_\_\_\_\_

## DOKUMENTASIE EN BELANGRIKE INLIGTING BENODIG:

Aansoekfooi of Bewys van Betaling (R800)	
Leerder se Geboortesertifikaat / Identiteitsdokument / Paspoort /	
Studiepermit Ouer/Voog se Identiteitsdokument	
Debiteur se Identiteitsdokument (indien nie ouer/voog)	
Vorige jaar se Rapport en onlangste kwartaal	
Rapport Fotoblad van Leerder se Huidige Skooljaar (Aktiwiteite)	
BYLAES (om te teken): "Memorandum of Agreement" <input type="checkbox"/> Gedragskode <input type="checkbox"/>	

**Let asseblief op die volgende belangrike inligting:**

- Voltooing van hierdie vorm is nie 'n waarborg dat u kind by Global Leadership Academy aanvaar sal word nie.
- Global Leadership Academy is 'n E-leer skool. Ouers is verantwoordelik om leerders reeds op die eerste skooldag van 'n tablet, wat aan die minimum vereistes voldoen, te voorsien.
- Aansoeke wat na **31 Mei** vir graad 8 voor toelating ontvang word, sal as "laat aansoeke" hanteer word.

## ALLEENLIK VIR KANTOORGEBRUIK

Datum van Aansoek	Ontvang deur	
Hoof		A <input type="checkbox"/> W <input type="checkbox"/> R <input type="checkbox"/> <input type="checkbox"/> A
Onderhoudvoerder		A <input type="checkbox"/> W <input type="checkbox"/> R <input type="checkbox"/> <input type="checkbox"/> W
Leerder nommer	Register klas	<input type="checkbox"/> R

Gebel <input type="checkbox"/>	SASAMS <input type="checkbox"/>	ITSI <input type="checkbox"/>	Vakke <input type="checkbox"/>	Finansies <input type="checkbox"/>	Kommunikasie <input type="checkbox"/>	Inligtings pakket <input type="checkbox"/>	KDDS <input type="checkbox"/>
Kultuur: 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/>	Sport: 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/>	Akademie: 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/>	Leierskap: 0 <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/>				

## AFDELING A – VRAE VIR LEERDER

Voornemende Leerder – beantwoord asseblief die volgende vrae *in jou eie handskrif*.

Deur die vorm te voltooi toon jy dat jy jou volle potensiaal wil ontdek. By Global Leadership Academy glo ons dat meer as net akademiese prestasie moontlik is wanneer jy gewillig is om hard te werk en pret te hê. Ons verwag dus toewyding en gereelde deelname van elke leerder. Ons glo dat die voltooiing van hierdie vorm jou volgende tree is om jou Godgegewe potensiaal te ontdek.

1. Waarom wil jy graag 'n leerder van Global Leadership Academy wees?


2. Indien jy eendag enige beroep kan beoefen, wat sal dit wees?


3. Behalwe skoolaktiwiteite, waarmee hou jy jouself in jou vrye tyd besig?


4. Aan watter sportsoorte het jy die afgelope jaar deelgeneem?


5. Was jy al ooit 'n kaptein of onder-kaptein van 'n sportspan? Indien wel, watter sport en span?


6. Watter sport-of kulturele prestasies het jy al gedurende jou skoolloopbaan behaal?


7. Behalwe verpligte deelname aan atletiek (kleuresport), moet elke leerder by GLA ten minste aan EEN somer- en EEN wintersport deelneem. Aan watter sport gaan jy deelneem?

Sommer sport	Krieket <input type="checkbox"/>	Landloop <input type="checkbox"/>	Muurbal <input type="checkbox"/>	Skaak <input type="checkbox"/>	Tennis <input type="checkbox"/>
	Atletiek <input type="checkbox"/>	Fietsry <input type="checkbox"/>	Ander:		

Winter sport	Rugby <input type="checkbox"/>	Tennis <input type="checkbox"/>	Muurbal <input type="checkbox"/>	Skaak <input type="checkbox"/>	Landloop <input type="checkbox"/>
	Sokker <input type="checkbox"/>	Hokkie <input type="checkbox"/>	Netbal <input type="checkbox"/>	Ander:	

8. Aan watter kultuur aktiwiteite gaan jy deelneem?

Debat <input type="checkbox"/>	Drama <input type="checkbox"/>	Musiek <input type="checkbox"/>	Eisteddfod <input type="checkbox"/>	Koor <input type="checkbox"/>	Dans <input type="checkbox"/>	Ander:	
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9. Wat is jou gunsteling...

TV Program		Musiekgroep / Musikant		Toep (App) / Speletjie	
Fliet		Boek			

10. Het jy al voorheen gerook en / of dwelms of alkohol gebruik?  JA  NEE

Indien ja, gee meer details daaroor en dui aan wanneer jy dit die laaste keer gebruik het.

11. Noem enige leierskapservaring of opleiding wat jy gehad het.

12. Noem vier waardes wat jy as belangrik beskou en waarvolgens jy leef.

13. Wat dink jy is nodig vir iemand om 'n goeie leier te wees?

14. Wat is jou toekomstdrome?

15. Hoe sal jou huidige onderwysers jou gedrag in die die klas beskryf?

16. Wat was die hoogtepunt van jou skoolloopbaan tot op hede?

17. Hoe sou jy jou verhouding met die Here beskryf?

18. Wees kreatief en motiveer vir ons in twee tot drie sinne waarom ons jou absoluut moet aanvaar as 'n leerder van Global Leadership Academy.

## AFDELING B – LEERDER BESONDERHEDE

Ouer / Voog – vul asseblief die afdeling in met die nodige inligting.

### PERSOONLIKE INLIGTING

Van: _____	Voorletters: _____
Voorname: _____	Noemnaam: _____
Geboorte datum: _____	ID nommer: _____
Paspoort nommer: _____	Nasionaliteit: _____
Moedertaal: _____	Ras: _____
Geslag: M <input type="checkbox"/> V <input type="checkbox"/>	Geloof: _____
Hoeveel broers en susters: _____	Skryfhand: Links <input type="checkbox"/> Regs <input type="checkbox"/> Albei <input type="checkbox"/>
Hoeveelste kind in gesin? _____	

### KONTAK BESONDERHEDE

Leerder se sel nommer: _____	Huis telefoon nommer: _____
Huisadres: _____	
	Poskode: _____

### NOODKONTAK (nie ouer of voog nie)

Kontak se naam: _____	Kontaknommer: _____
Verwantskap: _____	

### MEDIESE EN AKADEMIESE INLIGTING

Merk asseblief waar die onderstaande waargeneem is deur U (as 'n ouer of voog), 'n opvoedkundige of gediagnoseer is deur 'n professionele kundige.

#### Leergestremdhede

Lees probleme <input type="checkbox"/>	Spel probleme <input type="checkbox"/>	Stadige werkstempo <input type="checkbox"/>	Outisme <input type="checkbox"/>
Probleme met skryf <input type="checkbox"/>	Asperger-sindroom <input type="checkbox"/>	Wiskunde-angs of Diskalkulie <input type="checkbox"/>	Disleksie <input type="checkbox"/>
Tourette-sindroom <input type="checkbox"/>	Hiperaktiwiteit <input type="checkbox"/>	Aandag afleibaarheid (ADD / ADHD) <input type="checkbox"/>	Ander <input type="checkbox"/>

Brei asseblief uit: \_\_\_\_\_

\_\_\_\_\_

#### Fisiese ontwikkeling

Spierinkorting <input type="checkbox"/>	Spraakprobleme <input type="checkbox"/>	Sigprobleme <input type="checkbox"/>
Gehoörprobleme <input type="checkbox"/>	Probleme met skryf a.g.v. 'n fisiese probleem <input type="checkbox"/>	Ander <input type="checkbox"/>

Brei asseblief uit: \_\_\_\_\_

\_\_\_\_\_

### Sosiale en emosionele ontwikkeling

- Bipolêre gemoedversteuring     Tourette-sindroom     Depressie     Outisme   
 Aanpassingsversteuring     Asperger-sindroom     Angs     Ander

Brei asseblief uit:

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### Ander spesiale gevalle

Lys asseblief enige ander spesiale mediese probleme waarvan ons moet kennis neem:

Fisiese gestremdheid:

Neurologiese probleme (bv. epilepsie):

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Velsiektes, asma, ernstige allergie:

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Kosallergie (spesifiseer behandeling):

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## AFDELING C – OUER / VOOG INLIGTING

Ouer / Voog – vul asseblief die afdeling in met die nodige inligting.

### VADER SE BESONDERHEDE

Van: \_\_\_\_\_

Titel: \_\_\_\_\_

Voorname: \_\_\_\_\_

ID nommer: \_\_\_\_\_

Huisadres: \_\_\_\_\_

Posadres: \_\_\_\_\_

Poskode: \_\_\_\_\_

Poskode: \_\_\_\_\_

Huis e-pos: \_\_\_\_\_

Werk e-pos: \_\_\_\_\_

Beroep: \_\_\_\_\_

Werkgewer: \_\_\_\_\_

Werkstelefoon: \_\_\_\_\_

Selfoon: \_\_\_\_\_

WhatsApp no.: \_\_\_\_\_

Maandelikse inkomste: \_\_\_\_\_

Huwelikstatus:    Getroud     Geskei     Vervreemd     Wewenaar     Weer getroud     Enkel

Indien weer getroud, verskaf stiefma se besonderhede:

Voorname: \_\_\_\_\_

Selfoon: \_\_\_\_\_

E-pos: \_\_\_\_\_

**MOEDER SE BESONDERHEDE**

Van: \_\_\_\_\_

Voorname: \_\_\_\_\_

Huisadres: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Poskode: \_\_\_\_\_

Huis e-pos: \_\_\_\_\_

Beroep: \_\_\_\_\_

Werkstelefoon: \_\_\_\_\_

WhatsApp no.: \_\_\_\_\_

Titel: \_\_\_\_\_

ID nommer: \_\_\_\_\_

Posadres: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Poskode: \_\_\_\_\_

Werk e-pos: \_\_\_\_\_

Werkgewer: \_\_\_\_\_

Selfoon: \_\_\_\_\_

Maandelikse inkomste: \_\_\_\_\_

Huwelikstatus: Getroud  Geskei  Vervreemd  Weduwee  Weer getroud  Enkel

Indien weer getroud, verskaf stiefpa se besonderhede:

Voorname: \_\_\_\_\_

Selfoon: \_\_\_\_\_

E-pos: \_\_\_\_\_

Leerder woon by (merk almal wat van toepassing is):

Vader  Moeder  Stiefpa  Stiefma  Ander (spesifiseer): \_\_\_\_\_

Indien nie woonagtig by die ouers nie, voorsien asseblief die besonderhede van die voog:

Van: \_\_\_\_\_

Titel: \_\_\_\_\_

Voorname: \_\_\_\_\_

ID nommer: \_\_\_\_\_

Huisadres: \_\_\_\_\_

Posadres: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Poskode: \_\_\_\_\_

Poskode: \_\_\_\_\_

Huis e-pos: \_\_\_\_\_

Werk e-pos: \_\_\_\_\_

Beroep: \_\_\_\_\_

Werkgewer: \_\_\_\_\_

Werkstelefoon: \_\_\_\_\_

Selfoon: \_\_\_\_\_

WhatsApp no.: \_\_\_\_\_

Maandelikse inkomste: \_\_\_\_\_

Wie moet kommunikasie en leerder se rapporte ontvang?

Vader  Moeder  Stiefpa  Stiefma  Ander (spesifiseer): \_\_\_\_\_

## AFDELING D – SKOOLGELD

Debiteur / Borg – vul asseblief die afdeling in met die nodige inligting.

### WIE IS VERANTWOORDELIK OM SKOOLGELDE TE BETAAL?

Vader  Moeder  Ander (spesifiseer): \_\_\_\_\_

Metode van betaling: Kontant / Maandeliks  Maandelikse debiet Nuwe   
 EFT: Kwartaalliks  order: Bestaande   
 Jaarliks

### DEBITEUR / BORG BESONDERHEDE (vul in indien iemand anders as die leerder se vader of moeder):

Van: _____	Titel: _____
Voorname: _____	ID nommer: _____
Huisadres: _____	Posadres: _____
_____	_____
_____	_____
Poskode: _____	Poskode: _____
Huis e-pos: _____	Werk e-pos: _____
Beroep: _____	Werkgewer: _____
Werkstelefoon: _____	Selfoon: _____
WhatsApp no.: _____	Maandelikse inkomste: _____

## AFDELING E – AANVAARDING VAN TOELATING

Debiteur / Borg – bevestig asseblief dat U die skoolgelde tydig sal betaal.

- Ek onderneem die tydige betaling van skoolgelde en verstaan dat wanbetaling kan lei tot opheffing van onderrig.
- Ek verklaar dat die inligting wat ek in hierdie vorm aangeteken het waar en korrek is.

Geteken te \_\_\_\_\_ op die \_\_\_\_\_ dag van \_\_\_\_\_ 20 \_\_\_\_\_

\_\_\_\_\_  
VADER/VOOG

\_\_\_\_\_  
MOEDER/VOOG

\_\_\_\_\_  
DEBITEUR/BORG

#### Ons visie

’n Wêreld waar outentieke Christenleiers hulle samelewing beïnvloed.

#### Ons missie

- Ons help leerders hul Godgegewe potensiaal ontdek en bemoedig hulle om God se roeping oor hul werk te ag.
- Ons beeld outentieke leierskap uit teenoor leerders deur middel van plaaslike en internasionale uitreike.
- Ons definieer kwaliteit onderrig as onderrig wat leerders inspireer om ’n impak in hul samelewing te maak.
- Ons dien die Departement van Onderwys deur goeie praktyke te beoefen.

PARENT / GUARDIAN / THIRD PARTY DECLARATION and MEMORANDUM OF AGREEMENT between

GLOBAL LEADERSHIP ACADEMY NPC (Here after referred to as GLA) and

\_\_\_\_\_  
(Full name of parent / guardian)

\_\_\_\_\_  
(Full name of parent / guardian)

**PREAMBLE**

Whereas the above person/s is/are the parent/s; guardian/s; third party/ies of .....(quantity) school going child/ren – see attached for the details of the child/ren; and Whereas the parents/guardians/third party have applied to have their child/ren enrolled as learner/s at GLA as appears more fully from a copy of their application annexed hereto as Annexure A1 and which application forms an integral part of this agreement; and Whereas the application has succeeded in as far as the relevant child/ren has been accepted as learner/s at GLA. The rights and obligations contained in this Contract are binding on every person who sign this Contract and must be carried out in order for the child/ren to be successfully enrolled and retained at the school.

**IMPORTANT NOTICE**

By signing or initialling or otherwise entering into this Contract, you agree to the terms and conditions contained in this document as well as any terms and conditions contained in the Policies of GLA, which form part of this Contract. If there is any provision in this Contract that you do not fully understand, please ask for an explanation before signing. This Contract contains clauses which appear in similar text style to this notice and which:

- May limit the risk or liability of GLA or a third party; and/or
- May create risk or liability for you; and/or
- May require you to indemnify GLA or a third party; and/or
- Serve as an acknowledgement, by you, of a fact.

Your attention is drawn to these clauses because they are important and should be carefully noted. The rights you have in this contract are in addition to and do not affect the statutory rights and remedies you have under consumer protection law. In the event of conflict between this contract and consumer protection law, your statutory consumer protection rights will prevail. Nothing in this document is intended to or must be understood to unlawfully restrict, limit or avoid any rights or obligations created for you or GLA in terms of the Consumer Protection Act. Now therefore the parties agree as follows:

**1. DEFINITIONS**

- 1.1. "Additional Fees" means those prices for the additional goods/services and additional costs and levies required from time to time and notified to you in advance, to provide adequately for the education and related activities and services provided to your child, including the costs of extra-curricular activities or special educational needs;
- 1.2. "Child" means the child or children admitted by GLA to be educated, whose details appear in Annexure A1
- 1.3. "Contract" means this document, including all its annexures as well as any Policies;
- 1.4. "Consumer Protection Act" means the Consumer Protection Act, No 68 of 2008;
- 1.5. "Building Levy" means the fee paid by the parent as an agreed, non- refundable contribution to GLA's developmental costs, listed on the school account;
- 1.6. "Application Fee" means the fee paid by the parent/s to cover all the administrative costs involved in registering a Child at GLA.
- 1.7. "Fee" means any amounts owing to GLA for a child's enrolment education and related activities at GLA. Such fees shall be clearly communicated to you in advance and may include, but are not limited to –
  - 1.7.1. Non-refundable Application Fee;
  - 1.7.2. Building levy;
  - 1.7.3. School Fees; and
  - 1.7.4. Additional Fees

- 1.8. "Head" means the person appointed by the Directors Board of GLA to be responsible for the day-to-day management of GLA, including anyone to whom such duties have been delegated;
- 1.9. "NCA" means the National Credit Act No 34 of 2005, as amended;
- 1.10. "Parent" or "you" means each person who has signed this Contract as the parent, legal guardian or third party of a child, whose details appear in Annexure A1;
- 1.11. "Parties" means the Parent/s and GLA;
- 1.12. "Personal information" means personal information as defined in section 1 of the POPI Act;
- 1.13. "Policies" means the rules and principles adopted by GLA, as published from time to time, which are used to regulate the day-to-day running of the school. These Policies may include, but are not limited to the School Rules; Finance policy; Debtor's Management policy; Code of Conduct; Pregnancy Policy; etc. and are available on request;
- 1.14. "POPI Act" means the Protection of Personal Information Act 4 of 2013;
- 1.15. "School" or "we" means Global Leadership Academy NPC;
- 1.16. "School Fees" means the money payable by the Parent/s to the school in connection with a child's education, excluding any application fee or additional fees;
- 1.17. "School rules" means the rules of GLA, a copy of which is provided to each child on entry and is sent to parents with the letter offering a place at GLA, as those rules may be amended from time to time for legal, safety or other reasons or in order to assist the proper administration of GLA.
- 1.18. "Magistrate's Court Act" means the Magistrates' Courts Act No 32 of 1944;
- 1.19. "Month" means a division of the academic year. Twelve "months" constitute one academic year.
- 1.20. "Term" means a division of the academic year and is the time during which GLA holds classes, as notified to parents from time to time;
- 1.21. "Third Party" means parent/guardian, nominated by the person or entity, other than the parent/guardian responsible for the payment of any one or more or all of the Fees, provided that nomination will not exempt the parent/guardian from liability for those said fees.
- 1.22. Expressions in the singular include the plural and vice versa;
- 1.23. Pronouns of any gender include the corresponding pronoun of the other gender.

**2. GENERAL OBLIGATIONS OF THE SCHOOL**

- 2.1. The admission and enrolment of learners to GLA is at the discretion of the Head who may refuse a learner's admission to the school without giving reasons therefor and may grant temporary or provisional enrolment to GLA subject to such further terms and conditions which the Head may impose. The Head may, at his/her sole discretion, cancel enrolment in accordance with the Rules.
- 2.2. For the sake of clarity, this Agreement regulates the enrolment and admission of your child to the School and also regulates the relationship between GLA, your child, yourself and/or a third party once your child is admitted and enrolled with GLA. Subject to clause 2.1, nothing in this agreement should be interpreted as a representation or warranty made by GLA that your child will be admitted to and enrolled with GLA.
- 2.3. While your child remains a pupil at GLA, we undertake to exercise reasonable skill and care in respect of his/her education and welfare. This obligation will apply during school hours and at other times when your child is permitted to be on the school premises or is participating in activities organized by GLA.
- 2.4. You hereby agree that GLA through its representatives being it the Head, governing body, staff or duly authorized representative may, in the event of medical emergency, grant permission in your stead for any medical or surgical treatment and/or procedure which may be necessary in respect of any injury which your child may suffer during school hours or during participation in school activities, provided that, where practically possible, you must be notified prior to the granting thereof and that your medical practitioner shall be used in respect thereof.
- 2.5. We shall monitor your child's progress at GLA and produce regular written reports. We will advise you if we have any concern about your child's progress, but we do not undertake to diagnose dyslexia or any other specific conditions - a formal assessment can be arranged either by you or by GLA at your expense.



2.6. The parties take cognizance of the limitations of GLA's physical environment, facilities and resources which limit its ability to provide high quality education to children with special educational needs – whether due to neurological barriers, hearing impairments, visual barriers, physical barriers, behaviour or emotional barriers or any other medically assessed special need. To the extent that, in the reasonable opinion of the Head, GLA cannot, or can no longer, provide adequately for your child's special educational needs, GLA may cancel this contract in terms of clause 9.3.

2.7. This contract comes into effect on the date that it is accepted by you, or the date on which your child is enrolled at GLA, whichever occurs first. It will remain in effect until such time as your child is no longer enrolled at GLA, subject to the terms and conditions set out herein. This contract is not entered into, for a fixed period and accordingly does not constitute an agreement contemplated in section 14 of the Consumer Protection Act or any regulation relating to fixed term agreements made in terms of the said Act.

### 3. GENERAL OBLIGATIONS OF THE PARENTS

3.1. You will inform GLA in writing, prior to admission and enrolment, of any special educational need of your child known to you, of the kind referred to in clause 2.5.

3.2. In order to fulfill our obligations, we need your co-operation. Without detracting from any specific obligations contained in this contract, you are required to fulfill your own obligations under these terms and conditions; Encourage your child in his/her studies, and give appropriate support at home; Keep GLA informed of matters which affect your child; Maintain a courteous and constructive relationship with the GLA staff; and attend meetings and otherwise keep in touch with GLA where your child's interests require you to do so.

3.3. The Head may in his/her discretion require you to remove or may suspend or expel your child if your behaviour or that of your employees or agents is in the reasonable opinion of the Head so unreasonable as to affect or likely affect the progress of your child or any another child at GLA or the well-being of the GLA staff or to bring GLA into disrepute. The Head may exercise this discretion provided that is in the Head's reasonable opinion in the best interests of your child and/or any other child at GLA to do so and after compliance with the following procedure:

3.3.1. a written warning that your behaviour constitutes behaviour contemplated in clause 3.3 and that you are to cease from engaging in such behaviour will first be given to you;

3.3.2. should your behaviour persist, or you engage in similar behaviour in the future, you will be required to attend a meeting with the Head and/or the relevant head of department to discuss your behaviour and the effect thereof on the best interests of your child and the legal other children at GLA

3.3.3. representation at such a meeting and must appear in person. Should you fail to attend a meeting contemplated in clause 3.3.2, or persist in the type of behaviour contemplated in clause 3.3 after attending such a meeting, your conduct will constitute a material breach of this agreement for purposes of clause 8.4 below and the Head may take any action contemplated in clause 3.3 and/or clause 8.3. Should you dispute any such action that has been taken, you are entitled to avail yourself of the dispute resolution provision of clause 9.

3.4. The Head may, at his/her discretion, and after compliance with GLA's relevant disciplinary procedures, rules and policies, where applicable, require you to remove or may suspend or expel your child from GLA, if he/she considers that your child's attendance, progress or behaviour - including behaviour outside school, if it may be reasonably expected to impact on GLA, is associated with the school in any way or brings the school's good name into disrepute – is seriously unsatisfactory and in the reasonable opinion of the Head the child's removal is in the best interests of your child, other children at GLA or the wider school community. In this case, you will be asked to remove your child either immediately and without notice, or at a specified date that is shorter than full term, with or without notice in any form, as is reasonable under the circumstances. GLA will not be required to give you a full term's written notice under these circumstances.

3.5. GLA's school rules set out examples of offences punishable by suspension /expulsion. These examples are not a closed list and a child may be expelled/suspended for offences which are not included in these examples. In particular, the Head likely to be

may decide that suspension/expulsion for a lesser offence is justified where there has been previous misbehaviour by the child or the circumstances of the case otherwise justify such action, after compliance with GLA's disciplinary rules, procedures and policies.

### 4. DISCLAIMERS

4.1. You acknowledge that GLA does not take any responsibility for any theft of loss of, or damage or destruction to any property of whatever nature – including school clothing, sporting equipment, books, tablet, or any other personal possessions brought on to GLA's premises by your child, unless GLA or its staff are in possession of that property and damage occurs to that property either because –

4.1.1. GLA or its staff treated the property as their own; or

4.1.2. GLA or its staff did not exercise the degree of care, diligence and skill that can reasonably be expected of a person responsible for managing property belonging to another person, when handling, safeguarding or using the property.

4.2. Unless you expressly notify us in writing to the contrary, you consent to your child participating, under proper supervision, both in and outside GLA, in sports and other activities – including contact sports – which may entail some risk of physical injury, as well to your child travelling to and participating in school activities and programmes outside GLA. Subject to GLA taking reasonable care to avoid harm its and save from any gross negligence on the part of GLA, employee or agents, GLA is not responsible for loss or damage resulting from such sports, activities or programmes and you indemnify GLA, the Governing Body and owner of GLA and the staff of GLA against any claims in that regard.

### 5. POLICIES OF THE SCHOOL

5.1. You declare that you have read and understood the policies of GLA as adopted and published by GLA from time to time and agree to abide by these policies. GLA undertakes to make copies of all policies available on request and free of charge, or on GLA's website.

5.2. You undertake to comply with all the rules and regulations of GLA and acknowledge that it is your responsibility to make yourself familiar with the policies.

5.3. You acknowledge that you are responsible for your child, whether on the property of GLA or not, after the notified finishing times of any school activity/event/function and that you will ensure that your child obeys all school rules and policies where they apply to the child.

5.4. You acknowledge that GLA has policies in accordance with that of an Independent School with Christian values at its core, and you agree to abide by and comply with such policies.

### 6. PAYMENT OF FEES

6.1. You have absolute responsibility for the payment of any fees applicable to your child attending GLA. You also acknowledge that school fees are payable in advance and that facilities exist for monthly payments. If you are unclear about any of your financial obligations, GLA will on request provide a written explanation. Any fee or other moneys owing by you to GLA not paid on or before the due date will result in legal action. GLA will be entitled to recover from you default administration costs and collection costs, as contemplated in the NCA, including legal costs on the attorney and client scale and collection commission to the extent permitted by the NCA.

6.2. You and/or the Third party accept the additional goods/services. GLA will, as far as reasonably possible, give you notice prior to providing such additional goods/services. You and/or the third party expressly agree to the delivery or performance of the additional in goods/services and accept liability for payment thereof, accordance with clause. 6.1 You and/or the third party acknowledges that the additional goods/services are not unsolicited, within the meaning of the Consumer Protection Act or otherwise and that you have expressly accepted such additional goods/services.

6.3. You and/or the third party accept that you will be liable for the payment of the additional goods/services. Such goods/services include payment for stationary, books, school tours, outings or any other additional goods/services required by GLA to provide your child adequately with the educational services in terms of the agreement. Any such additional amounts may be added to the school account, which will be payable by the end of each month.

- 6.4. You confirm that a certificate signed by the Financial Manager or Head showing the amount owing by you or the third party to GLA, shall be rebuttable proof that the said amount is due, owing and payable. Where the quantum of GLA's claim is thereafter disputed by you or the third party, you or the third party shall bear the onus of proving that such amount is not owing and/or due and/or payable.
- 6.5. In the event of the third party taking responsibility for the payment of the fees, you by your handtekening hereto, hereby bind yourself jointly and severally in your personal capacity as surety and co-principal debtor with the third party for payment to GLA of any amounts which are owing and may at any time become owing to GLA by the third party. You hereby waive the benefits of division – a claim that you should only pay a portion of the debt – and excussion – a claim that we have to recover the debt from the third party first.
- 6.6. You also acknowledge that if any instalment on account of a fee which is payable is not paid on the due date, the whole balance of the fee outstanding will immediately become due and payable by you. No indulgence or grant of time by GLA will constitute a waiver of its rights under this contract or otherwise.
- 6.7. You are entitled to elect – at enrolment and prior to the beginning of each school year – whether to pay school fees annually, termly or monthly, the total costs of which will be set out in a fee schedule and communicated to you on enrolment and in advance of any increase in school fees.
- 6.8. You agree that fees paid in advance will be deposited by GLA and held in accordance with the NCA and/or the Consumer Protection Act, but that GLA will be entitled to treat the interest generated from such funds as income.
- 6.9. GLA's school fees will be reviewed from time to time and may be increased by an amount which the school considers reasonable. We will endeavour to give you at least two calendar months' notice of any increase in the fees due for a particular term. You have a right to cancel this contract without penalty should the school fees increase to an amount which you no longer wish to pay, provided that you give GLA written notice of that intention within 7 (seven) days from the school's notification of an increase, failing which the cancellation provisions of clause 8.2 will apply, and you will be required to provide a full month's notice or pay a month's fees in lieu of notice.
- 7. PROTECTION OF PERSONAL INFORMATION**
- 7.1. By entering into this contract, and unless you at any time instruct GLA expressly and in writing to the contrary, your consent is given for GLA to:
- 7.1.1. collect, store and process credit information about you and any third party or divorced or separated parent responsible for payment of any or all amounts in the fees;
- 7.1.2. collect, store and process personal information, including, but not limited to names, contact details and information relating to yourself and your child, and to such information being made available to other parents/guardians, staff or responsible persons engaged or authorized by GLA for school-related purposes to the extent required for the purpose of managing relationships between GLA, learners as well as providing
- 7.1.3. parents/guardians and current references and communicating with the body of former learners; include photographs, with or without name, of your child in GLA's
- 7.1.4. publications or in press releases to celebrate GLA's or your child's activities, achievements or successes;
- 7.1.5. supply information and a reference in respect of your child to any educational institution which you propose your child may attend.
- 7.1.5. We will take care to ensure that all information that is supplied relating to your child is accurate and any opinion given on his/her ability, aptitude and character is fair. However, GLA cannot be liable for any loss you or your child is alleged to have suffered resulting from opinions reasonably given, or correct statements of fact contained, in any reference or report given by us; and inform any other school or educational institution to which you propose to send your child of any outstanding fees.
- 7.2. GLA may not distribute or otherwise publish any of your or your child's personal information in its possession, unless you give your consent, in writing, to GLA that we may do so. Should this be the case, GLA may only distribute or otherwise publish the information specified in your consent to the people and for the purpose stated in your written consent
- 8. TERMINATION AND NOTICE REQUIREMENTS** For the avoidance of doubt, this contract will terminate when your child completes GLA's curriculum and any exit examination we offer at the end of your child's schooling, unless otherwise terminated on the terms of this contract. This contract therefore has an indefinite term. You have the right to cancel this contract at any time, for any reason, provided that you give GLA a full month's notice, in writing, of this intention before the withdrawal of the child from GLA. Alternatively, a full month's fees – including additional fees pro-rated for the month – is payable to GLA in lieu of notice and as a reasonable cancellation fee taking into account the nature of the educational services, capacity planning and reasonable potential to fill the vacancy. Such amount is due and payable on the first day of the month which would have been the final month if the appropriate notice had been given. Should you have elected to pay annual school fees or should any additional fees have been paid in advance, those fees will be credited in proportion to the terms remaining, less any amount payable in lieu of appropriate notice.
- 8.3. This is without prejudice to GLA's other remedies – the school may cancel this contract immediately and has no obligation to return any non-refundable application fee or pre-paid fees to you if you are in material breach of any of your obligations and have not (in the case of a breach which is capable of remedy) remedied the material breach within twenty (20) business days of a notice from GLA requiring you to remedy the breach, and in addition it may claim payment of all moneys then owing and damages equal to one month's fees (as calculated at the time of cancellation) taking into account the nature of the services, capacity planning and reasonable potential to fill the vacancy.
- 8.4. For purposes of the contract, a material breach is considered to exist where you or your child –
- 8.4.1. fail to uphold the Policies and/or Rules of GLA;
- 8.4.2. fail to pay any fees when due;
- 8.4.3. commit an action contemplated in clause 3.3, after compliance with the procedures set out in such clause; fail to fulfil all legal requirements necessary for you child to attend school in South Africa if any of these legal requirements apply to your child, for example, failure to obtain a valid study permit for your child if he/she is a foreign citizen; or
- 8.4.4. act in such a way that you or your child become seriously and unreasonably uncooperative with GLA and in the opinion of the Head, you or your child's behaviour negatively affects your child's or other children's progress at GLA, the well-being of GLA staff, or brings GLA in disrepute.
- 8.4.5. For the avoidance of doubt, the termination of this agreement, for whatever reason, will mean that your child will no longer be enrolled with GLA from the date of termination and will consequently not be entitled to attend GLA after such date.
- 8.5. In the event of either you or GLA decided to terminate this contract, you undertake to return to GLA on the last day that your child attend school, all property of GLA which is in your child's possession, including but not limited to text books, library books and sports equipment.
- 9. ALTERNATIVE DISPUTE RESOLUTION**
- 9.1. Any dispute concerning or arising out of this contract must be resolved in terms of this clause. Any party concerned must first seek an amicable resolution by written notice – indicating also that the other or others, whereupon each will within five (5) days of the notice refer the party's designated representative - to dispute to a designated representative of such party to negotiate and resolve with the other or others within fifteen (15) days.
- 9.2. If negotiation fails within the period stipulated in clause 9.1 the parties may then within ten (10) days of such failure refer the dispute for resolution by mediation by an accredited mediator of at least five (5) years' relevant experience.
- 9.3. ten (10) days of such failure refer the dispute for resolution by arbitration by one arbitrator – appointed by agreement by the parties, or failing agreement within ten (10) days of the referral, by AFSA – as an expedited arbitration in Jeffreys Bay under the then

current rules of expedited arbitration of AFSA or its successor body. Such arbitration will be final and binding on the parties thereto.

- 9.4. This clause will not preclude any party appropriate court of law for interim relief in respect of urgent matters by way of an interdict or mandamus pending finalisation of this dispute resolution process. This clause is separate, divisible agreement from the rest of this contract and will remain in effect even if the contract terminates, is nullified, or cancelled for any reason.
- 9.5.

**10. GENERAL**

- 10.1. You choose the residential address set out in annexure A as your chosen legal address for the service of all notices and legal for all other processes and the postal and email addresses communication by GLA to you.
- 10.2. You confirm that all the particulars that you may furnish or that you have furnished to GLA on this contract or otherwise from time to time are or will be, to the best of your knowledge and belief, full, true and accurate.
- 10.3. You undertake to advise GLA in writing of any changes to the detail included in this contract.
- 10.4. This document and its annexures constitutes the entire agreement between the parties and no variation, alternation or cancellation hereof shall be of any force or effect unless in writing. This agreement supersedes all previous agreements, whether oral or in writing, between the parties as to the subject matter hereof and no representations, warranties or other undertakings shall be binding or enforceable between the parties unless recorded in this agreement.
- 10.5. You may accept this contract by electronic means and will be in full force and effect if so accepted, notwithstanding the fact that your handtekening may not appear on the document itself.

**11. JURISDICTION AND GOVERNING LAW**

This contract between you and GLA is governed by South African law. You agree that GLA, at its option but without being so obliged, will be entitled to institute any legal proceedings for the recovery of any monies owing by you as a liquidated debt or debts to GLA in any magistrate's court having jurisdiction, in terms of sections 28 and 45 of the Magistrates' Courts Act.

**12. VARIATIONS**

We reserve the right to change or add to these terms and conditions from time to time for legal, safety or other substantive reasons or in order to assist the proper delivery of education at GLA. GLA will give you at least a term's notice of any such amendments, which will be binding on you and which you are deemed to accept by virtue of your child's enrolment at GLA. Should you object to any such amendments, you will be entitled to cancel this agreement as contemplated in clause 8.2

**13. PARTIAL INVALIDITY**

Each term and condition contained in this agreement is separate from the other terms and conditions in the sense that if anyone is it will simply be determined to be illegal and unenforceable, disregarded and of no force and effect, but the agreement will otherwise remain valid.

It is a condition of attendance at GLA that you sign in the space provided. GLA will consider this declaration and contract to be null and void if this document is altered in any way.

Declaration: I/we, the undersigned, do hereby declare that I/we have read and understood this contract, including the policies of GLA.

Signed at \_\_\_\_\_ (place) on \_\_\_\_\_ (Date)

\_\_\_\_\_  
Parent / guardian handtekening

\_\_\_\_\_  
Parent / guardian name

Signed at \_\_\_\_\_ (place) on \_\_\_\_\_ (Date)

\_\_\_\_\_  
Parent / guardian handtekening

\_\_\_\_\_  
Parent / guardian name

Accepted by GLA at Jeffreys Bay (place) on \_\_\_\_\_ (Date)

\_\_\_\_\_  
Head handtekening

\_\_\_\_\_  
Head name

## GEDRAGSKODE

Global Leadership Academy strewende daarna om 'n innoverende leeromgewing te onderhou waar jongmense kan groei as LEIERS wat 'n impak sal maak en hul omgewing sal dien.

### DIE ETOS VAN GLOBAL LEADERSHIP ACADEMY

- Die personeel van GLA is uitgesproke in hulle geloof in Jesus Christus. Die waardes en tradisies van die skool sal dus deur hulle leefstyl beïnvloed word.
- Die skool sal bestuur word in 'n positiewe atmosfeer van deernis en nederigheid.
- Sodanige omgewing sal gevolglik dissipline en karakterbou bevorder.
- By GLA streef ons uitstekende akademiese standaarde na en glo dat dit nie elemente van avontuur en pret uitsluit nie.
- GLA glo in die waardevolle rol van mentorskap en sal verhoudingsopvoeding bevorder.
- GLA ondersteun ervaringsleer as 'n middel om leerders in staat te stel om teorie in die praktyk te kan toepas en sodoende lewensvaardighede te kan ontwikkel
- GLA sal laterale denke stimuleer en stel hom ten doel om elke leerder te ondersteun om tot sy / haar volle potensiaal te ontwikkel
- GLA glo in die holistiese ontwikkeling van elke leerder.

### GLOBAL LEADERSHIP ACADEMY SE VIER KERNWAARDES IS:

*Omgee | Respek | Integriteit | Uitstekende Werksetiek*

Hierdie waardes is van toepassing op ons verhouding met God, ander mense en onself. Dit kan ook waargeneem word in ons rentmeesterskap van dit wat aan ons toevertrou is.

### IN DIE KERNWAARDE VAN OMGEE, IS ONS BEGEERTE DAT GLA 'N PLEK SAL WEES WAAR:

- die weg van die Koninkryk van God gevolg sal word
- ons vir ander sal omgee deur Jesus se voorbeeld te volg
- ons onself verbind tot liefde en dus sal dissipline en tereg wysings deur liefde gemotiveer wees
- leerders deur onderwysers geag sal word
- onderwysers deur leerders geag sal word
- leerders vir mekaar sal omgee
- elke individu sal weet dat hy / sy belangrik is
- onderwysers omgee sal uitleef deur goed voorbereid te wees en regverdig op te tree
- ons daarna sal streef om erkenning aan mekaar te gee
- ons elke dag sal begin deur tyd met God deur te bring

### OMDAT ONS DIE KERNWAARDE VAN OMGEE HOOG AG, WORD DIE VOLGENDE GEDRAG NIE TOEGELAAT NIE:

- Bakleiery, Boeliery, Geweld, Besit van Wapens, Swak taalgebruik of vloekery, enige optrede wat fisiese of emosionele skade aan 'n leerder of personeellid kan veroorsaak

### IN DIE KERNWAARDE VAN RESPEK, IS ONS BEGEERTE DAT GLA 'N PLEK SAL WEES WAAR:

- respek teenoor onderwysers duidelik sal wees
- respek teenoor mekaar / mede-leerders gekweek sal word

### OMDAT ONS DIE KERNWAARDE VAN RESPEK HOOG AG, WORD DIE VOLGENDE GEDRAG NIE TOEGELAAT NIE:

Geen optrede wat as disrespekvol gesien kan word, soos bv. die terugpraterij teenoor onderwyser, geskree op mede leerders of onderwysers, ontwrigting van klasatmosfeer, hardloop in gange, rondloop tydens klasse, eet of drink in die klas sal geduld word nie.

Daar word verwag van leerders om die skool te alle tye netjies en skoon te hou en daarom mag daar nie in klaskamers geëet of gedrink word nie.

In oorleg met riglyne daar gestel rondom voorkoms, word daar van leerders verwag om te alle tye netjies te wees ten opsigte van hul skooldrag, persoonlike versorging en voorkoms. Daar word verwag dat leerders en ouers hulle vergewis van die riglyne rondom skoolklere, juwele, grimering en hare om te verseker dat hul voorkoms die nodige respek toon teenoor die skool.

Gesonde verhoudings tussen leerders is vir ons belangrik, en, om leerders te beskerm, word geen fisiese kontak tussen leerders toegelaat nie. Kêrels / meisies of enige persoon wat nie in die skool is nie, word ook nie toegelaat om gedurende skoolure of skoolaktiwiteite 'n leerder te vergesel nie.

Alhoewel GLA leerders toelaat om selfone te besit, mag dit nie tydens klasse gebruik word nie.

#### OMDAT ONS DIE KERNWAARDE VAN UITSTEKENDE WERKSETIEK HOOG AG, VERWAG ONS:

Stiptelikheid, geen stokkiesdraai of wegbly van klasse nie, dat huiswerk daagliks gedoen word en take betyds ingehandig word. Leerders is ook verantwoordelik om toe te sien dat die korrekte boeke elke dag by die skool is.

#### OMDAT ONS DIE KERNWAARDE VAN INTEGRITEIT HOOG AG, ONDERNEEM ONS OM:

Deursigtig en nederig op te tree in alle handelings, die waarheid te praat, verantwoordelikheid en eienaarskap te neem van ons optrede.

Die gebruik van dwelms, alkohol, sigarette, ens. is onder geen omstandighede toelaatbaar vir solank as wat jy 'n leerder van GLA is nie – ongeag jou wettige ouderdom.

Diefstal word in 'n ernstige lig gesien en is onder geen omstandighede aanvaarbaar nie.

#### GLA HET 'N GEEN-TOLLERANSIE-BELEID BETREFFENDE DIE VOLGENDE:

- Die gebruik, verkoop, teenwoordigheid van dwelms, alkohol, sigarette by leerders van GLA binne en buite skoolure. Dit geld ook vir leerders wat daarvan bewus is en dit nie aanmeld nie.
- Die fisiese of emosionele afknouery van 'n ander leerder of onderwyser ongeag die formaat waarin dit plaasvind, hetsy digitaal of in persoon.
- Die neem van die skool of ander se eiendom sonder toestemming.
- Die besit van wapens vir watter rede ookal.

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#### DISSIPLINÊRE STAPPE

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Onder volg 'n lys van algemene oortredings. Insidente wat buite die perke van dié lys val kan wel voorkom, hierdie lys dien dus slegs as 'n algemene riglyn. Die uiteindelijke strafprosedure mag gewysig word en bepaal word deur die skoolhoof in samewerking met die skoolbestuurspan.

##### Bakleiery

Baklei, boelie of geweld	graad 2 or 3
Besit van wapens	graad 3

##### Taal

Kru taalgebruik	graad 1 or graad 2
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## Gesels

Praat of skree in klas	graad 1
Rondloop in klas tydens lesuur	graad 1
Terug praat teen opvoedkundige	graad 1 or 2
Hardloop in die gange	graad 1

## Eet in die klas

Eet of drink in die klas	graad 1
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## Netheid

Rommelstrooi	graad 1
Vandalisme	graad 2 or 3

## Voorkoms

Grimering	graad 1
Verkeerde juwele	graad 1
Meer as een klein stelletjie oorbelle vir dames	graad 1
Oorringe vir seuns	graad 1
Lang naels	graad 1
Nie-deurskynende naelpolitoer	graad 1
Onnet hare	graad 1

## Romantiese verhoudings

Soenery, handvashou of langdurige omhelsings	graad 1 – 3
Besoek van kêrels / meisies tydens skoolure	graad 2

## Selfone

Gebruik van selfoon / elektroniese toestel tydens klas	graad 1 en konfiskeer foon / toestel vir 1 week
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## Stiptelikheid

Laat vir skool of klas	graad 1
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## Stokkiesdraai

Stokkiesdraai of wegbly van klasse	graad 2
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## Huiswerk

Huiswerk of take nie gedoen nie of laat	graad 1
Nodige boeke nie by die skool nie	graad 1

## Diefstal

Die neem van ander se eiendom sonder toestemming	graad 3
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## Misbruik

Rook	graad 2 - 3
Alkohol	graad 3
Dwelms	graad 3

## STRAFPROSEDURE

### Graad 1-oortredings

Die betrokke onderwyser (indien nie die leerder se registeronderwyser) tree in gesprek met die leerder, die leerder se registeronderwyser word ingelig en die voorval word op die leerder se dissiplinêre rekord aangeteken. Indien die voorval eerste onder die aandag van 'n nie-onderwys persoon kom, sal dit na die registeronderwyser verwys word vir verdere aandag. Indien dit 'n eerste oortreding is, kan die leerder slegs 'n waarskuwing/vermaning ontvang. Die ouer sal nie noodwendig in kennis gestel word nie: afhangende van die reaksie van die ouers van mede-leerders wat moontlik in die proses benadeel is, of wanneer 'n spesifieke oortreding hom herhaal, of as daar 'n tendens is dat 'n leerder verskeie van die graad 1-oortredings het – al is dit nie 'n herhaling van dieselfde oortreding nie – sal daar dan skriftelik/mondelings met die ouer van die leerder wat die fout begaan het, gekommunikeer word. Daar sal dan ooreengekom word op 'n gepaste optrede en die besluit sal op die leerder se dissiplinêre rekord aangeteken word. Indien 'n leerder 3 graad 1-oortredings begaan het, gaan hy / sy detensie sit.

### Graad 2-oortredings

Hierdie oortredings is van 'n ernstiger aard en sal derhalwe 'n ander aanslag verg. Die intensiteit / aard van die gesprekvoering / optrede sal verskil van die hantering van graad-1 oortredings. Die betrokke onderwyser onder wie se aandag die voorval gebring is, sal in oorleg met die betrokke departementshoofde en skoolhoof besluit op die kommunikasie wat met die ouers van al die betrokke leerders gevoer sal word. Daar sal volledig rekord gehou word van die voorval – insluitende die dissiplinêre optrede wat daaruit mag voortspruit.

Enige insident wat deur 'n nie-onderwyser personeellid, lid van die publiek, ouer, leerder of andere gerapporteer word, sal in oorleg met die betrokke departementshoof en skoolhoof op dieselfde wyse as hierbo hanteer word. 'n Herhaalde Graad 2-oortreding sal hanteer word as 'n Graad 3-oortreding.

### Graad-3 oortredings

Graad 3-oortredings dui op ernstige wangedrag. Alle insidente van hierdie aard sal onder die aandag van die skoolhoof gebring word. Hy / Sy sal in oorleg met die betrokke departementshoofde (bestuurspan van die skool) sal besluit op 'n gepaste kommunikasiewyse, wat, onder andere, die rapportering van die insident aan die skool se beheerliggaam sal insluit. Insidente van hierdie aard kan ook lei tot oorweging van tydelike skorsing of permanente uitsetting van die leerder.

Hiermee onderteken en onderwerp ek my aan die bogenoemde Gedragskode en Dissiplinêre Stappe van Global Leadership Academy.

Datum: \_\_\_\_\_

\_\_\_\_\_  
Ouer / voog naam

\_\_\_\_\_  
Leerder naam

\_\_\_\_\_  
Ouer / voog handtekening

\_\_\_\_\_  
Leerder handtekening