



# TIGER KLOOF COMBINED SCHOOL

*"Creating new paths in learning, doing and serving"*

Tel No: 053 928 7000  
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✉ 441 VRYBURG 8600

www.facebook.com/tigerkloof    www.tigerkloof.org/school  
e-mail: info@tigerkloof.org.za    EMIS No: 600102137

Portion 5, Waterloo Farm,  
Kimberley Road,  
Vryburg, 8601



## **PLEASE READ THE FOLLOWING APPLICATION INFORMATION LETTER, SIGN AND HAND IN WITH YOUR APPLICATION FORM:**

### **1. PROTECTION OF PERSONAL INFORMATION ACT, ACT 4 OF 2013**

Tiger Kloof respects your right to privacy and therefore aim to ensure that we comply with the legal requirements of POPIA (Protection of Personal Information Act, Act 4 of 2013) which regulates the manner in which we collect, process, store, share and destroy any personal information which you have provided to us. We collect personal information about you and your child / children that will enable us to process, validate and verify information provided in your application/s form/s for space in the school. The PAIA and POPI Acts are available online at [www.gov.za/documents/acts](http://www.gov.za/documents/acts). By signing this letter you give us access permission to the personal information you provide for the purposes of this application and all application processes.

### **2. FORMS AND SUPPORTING DOCUMENTS**

- 2.1 INCOMPLETE forms, forms NOT PROPERLY COMPLETED, and forms WITHOUT THE REQUESTED DOCUMENTS e.g. Birth Certificate (pg. 2) will be rejected.
- 2.2 **FOREIGN LEARNERS:** Passports and Study Permits are requested by the Department of Education. Please Apply on Time and submit with application form.
- 2.3 It is important to remember that FINANCIAL PLANNING IS ESSENTIAL since school fees and transport costs need to be taken into consideration. Proof of all income sources is therefore required for a financial assessment of affordability of tuition and/or boarding fees.

### **3. SCHOOL SPACE AVAILABILITY**

- 3.1 Our main intake is in Grade RR, R and Grade 8
- 3.2 As from 2023 we have **Grade 8** spaces **mainly** for **BOARDERS** due to the increased day scholar intake from Tiger Kloof Primary School. There will be very limited space available for Grade 8 day scholars from other schools.
- 3.3 All applications for other grades depend on space available and are placed on a waiting list.

### **4. BOARDING SPACE AVAILABILITY**

- 4.1 Boarding space for GIRLS: from Grade 6 to 12
- 4.2 Boarding space for BOYS: from Grade 8 to 12

### **5. APPLICATION FEEDBACK TIMELINE**

- 5.1 For Grade RR, R and Grade 8 you will be invited to an interview during the months of August to September. After the interview you will receive feedback within one week.
- 5.2 For all other grades, you will receive feedback by early December.

### **6. DISCLAIMER**

***The R100 administration fee charged for this application and the completed form does not guarantee a space in the school and/or hostel.***

\_\_\_\_\_  
Name and Surname of Parent/Guardian

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

*We thank you for considering Tiger Kloof for the education of your child.*



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## APPLICATION FOR ADMISSION

Affix one  
ID photo  
of learner

LEARNER SURNAME: \_\_\_\_\_ LEARNER NAME: \_\_\_\_\_

This application is for the Year 2023 Grade \_\_\_\_\_

Please indicate whether you are applying for?

DAY

BOARDER

School admission policy aligns itself with the National Department of Education's admission policy and circular 56 of 1999.

- Admission will not be finalized until **ALL** the relevant documentation has been received by the school.
- THE LEARNER MUST BE PROFICIENT IN ENGLISH**, which is the language of learning and teaching at Tiger Kloof.
- Our main intake is in Gr. RR, R and Gr 8.**
- If any fact reflected in this application form proves to be incorrect, the School reserves the right to reject the application, whether or not the application has been previously accepted. It is an offence to make a false statement about any item pertinent to this application, such as the age and identity of a child, place of residence or guardianship and financial status.
- BY MAKING THIS APPLICATION FOR ADMISSION TO THE SCHOOL, THE LEARNER AND THE PARENTS ACCEPT THAT ON SUCH ADMISSION, THE LEARNER WILL BE BOUND BY THE MISSION STATEMENT AND CODE OF CONDUCT OF THE SCHOOL AND THE HOSTELS.**
- THIS FORM MUST BE COMPLETED IN FULL BY THE PERSON RESPONSIBLE FOR THE SCHOOL FEES.**
- Please pay the required application administration fee of R100 and attach proof of payment to this application form.**  
**Payment and Bank Details:** Payment can be done electronically (PREFERRED) or in cash at the Finance Office when submitting the form.  
 Bank Details: Tiger Kloof Secondary School  
 Standard Bank  
 Vryburg  
 Branch Code: 05 02 01  
 Account No. 040404412  
 Reference: Child's Name, Surname and Grade applying for in 2023

**The application will NOT be considered if the following supporting documentation is not submitted with the application:**

1	Passport photograph of learner <b>needed for sport</b>	9	Guardianship (if necessary – copy of Court Ruling)	
2	ID documents/passport (both parents)	10	School fee agreement signed by person responsible	
3	Proof of residential address in parents name	11	Medical Scheme details and if accepted in South Africa (Very important for Boarders) - X2 copies	
4	R100 admin fee – can be deposited	12	Confidential report – (to fax directly to Tiger Kloof)	
5	Proof of income (pay slips of both parents)	13	Provisional Transfer letter	
6	Latest school report	14	Copy of immunization records	
7	Passport & Study permit (for foreign learners)	15	Code of Conduct (on application form)	
8	<b>Unabridged Birth Certificate (Parent details should appear on Certificate)</b>	16	<b>BOARDER (please indicate)</b>	YES NO

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**UNDERTAKING BY PARENT / GUARDIAN:**

1. **I/WE UNDERSTAND THAT COMPLETION OF THIS FORM DOES NOT GUARANTEE ADMISSION.**
2. **I/We are aware my son/daughter's application will be considered in accordance with the prescribed admission requirements and spaces available in the school and/or hostel**
3. I/We agree to the terms of the STANDARD AGREEMENT IN RESPECT OF TUITION FEES accompanying this application.
4. My/Our child will be subject to the CODE OF CONDUCT FOR LEARNERS AND ETHOS together with the disciplinary procedures of the school as amended from time to time.
5. I/We accept that the school is not responsible for loss/damage to personal property, or personal injury to the learner.
6. *I/We accept that if my child does not attend school for any reason whatsoever, I/We are still liable to pay school fees.*
7. If my child is accepted, I undertake to
  - a) Sign the "Code of Conduct"
  - b) Pay the prescribed school fees on the 1<sup>st</sup> of every month, one month in advance.
8. If my child is accepted in the hostel, I undertake to:
  - a. Pay the boarding fees on the 1<sup>st</sup> of every month, one month in advance.
  - b. Compensate for any damage to hostel property caused by my child, whatever it may be.

**DISCLAIMER**

**PARENTS NEED TO MAKE APPLICATIONS TO OTHER SCHOOLS AS WELL. THIS IS ESSENTIAL AS ACCEPTANCE AT TIGER KLOOF COMBINED SCHOOL CANNOT BE GUARANTEED.**

**SIGNATURES**

**Parents/Guardian/Person responsible for fees please sign that you have read and understood the above:**

**Name and Surname of Father / Guardian IN PRINT:** \_\_\_\_\_

**Father/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Name and Surname of Mother / Guardian IN PRINT:** \_\_\_\_\_

**Mother/Guardian Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## SECTION 1: LEARNER INFORMATION

Surname:										Initials:													
First Name:										Nickname:													
<b>ID NUMBER:</b>										<b>Gender:</b>													
										MALE					FEMALE								
RACE										Date of Birth:				y	y	y	y	m		m		d	d
Country of Residence:										Study Permit Number:													
Province of Home Residence:																							
Physical Home Address:																							
Physical Address where learner will stay during school terms:																							
<b>NB: LEARNER RESIDES WITH (PLEASE TICK BOX)</b>					FATHER				MOTHER				BOTH PARENTS				GRANDPARENT				OTHER (SPECIFY)		
Religion:										Previous School Name:													
Home Language:										P.O Box:													
Mode of Transport:										Grade:													
Indicate if there is a deceased parent:					FATHER				MOTHER				BOTH				NONE						
Dexterity of learner					Right handed				Left handed				Ambidextrous										
<b>SOCIAL GRANTS INFORMATION (please tick the correct box)</b>																							
REGISTRATION					RECEIVING										GRANT NO.								
CHILD SUPPORT					CHILD SUPPORT																		
MAINTENANCE					MAINTENANCE																		
FOSTER CHILD					FOSTER CHILD																		
CARE-DEPENDANCY					CARE-DEPENDANCY																		
Number of children in Family:					Position in the family on Mother side e.g. first = 1 child					Father's side:													
<b>NAME OF BROTHER OR SISTER CURRENTLY ATTENDING TIGER KLOOF</b>																							
Name of brother or sister										Grade													
Name of brother or sister										Grade													
IT WOULD BE APPRECIATED IF YOU CAN INDICATE THE TOTAL GROSS (BEFORE TAX & DEDUCTIONS) FAMILY (FATHER + MOTHER=?) <b>INCOME PER ANNUM</b>																							
<R19 999				R20 000 – R35 000				R36 000 – R89 999				R90 000 – R119 000				>R120 000							
Please indicate if parents are: (please tick x)					Married				Divorced				Widowed				Single						

### BIOLOGICAL FATHER'S DETAILS

<b>Initials</b>		<b>Surname</b>			
<b>First name:</b>			<b>Employer:</b>		
Home language:		<b>P.O Box:</b>		<b>Postal Code</b>	
<b>ID or Passport number:</b>				<b>Account payer</b>	<b>YES</b> <b>NO</b>
Home address:					

### BIOLOGICAL MOTHER'S DETAILS

<b>Initials</b>		<b>Surname</b>			
<b>First name:</b>			<b>Employer:</b>		
Home language:		<b>P.O Box:</b>		<b>Postal Code</b>	
<b>ID or Passport number:</b>				<b>Account payer</b>	<b>YES</b> <b>NO</b>
Home address:					

### GUARDIAN'S DETAILS

<b>Title</b>		<b>Initials</b>		<b>Surname</b>		
<b>First name:</b>				<b>Gender</b>	<b>Male</b>	<b>Female</b>
<b>ID or Passport number:</b>						
<b>Occupation:</b>				<b>Employer:</b>		

### BIOLOGICAL FATHER / MOTHER ONLY RESPONSIBLE FOR PAYING SCHOOL FEES

<b>Title</b>		<b>Name &amp; Surname</b>				
<b>ID or Passport number:</b>						
<b>Home address:</b>						
<b>Physical work address:</b>						
<b>Physical / Postal Address for statements:</b>						
<b>Email address for statements:</b>						
<b>Employer telephone number:</b>				<b>Employer:</b>		

### BIOLOGICAL FATHER / MOTHER LIABLE FOR PAYMENT SIGNATURE:

### CONTACT DETAILS OF PARENTS OR GUARDIAN

Home telephone number:	<b>Mother's cell number:</b>
Fax number:	<b>Father's cell number:</b>
Father's work number:	<b>Guardian's cell number:</b>
Mother's work number:	Guardian's work number:
<b>Father's Email address:</b>	
<b>Mother's Email address:</b>	
<b>Guardian's Email address:</b>	

**NB: The BIOLOGICAL FATHER / MOTHER responsible for paying school fees should complete the attached "Agreement of Fees" form AND submit pay slip.**

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**AGREEMENT OF FEES ENTERED INTO AND BETWEEN:**

Tiger Kloof Combined School (Hereinafter called the "School")  
PO Box 441, Vryburg, Portion 5, Waterloo Farm, Kimberley Road, Vryburg, 8601



And

\_\_\_\_\_ (Hereinafter referred to as the "Responsible person")

**(BIOLOGICAL FATHER OR MOTHER PAYING SCHOOL FEES NAME IN PRINT)**

Identity Number: \_\_\_\_\_ Residential Address: \_\_\_\_\_

\_\_\_\_\_  
(legal address – domicilium citandi et executandi)

Postal Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ (h) \_\_\_\_\_ (w) \_\_\_\_\_ (c)

\_\_\_\_\_ (Hereinafter referred to as the "Learner")

**(LEARNER NAME IN PRINT)**

**RESPONSIBLE PERSON meaning biological mother or biological father, which appears on the unabridged birth certificate of the child, or the legal Guardian appointed by a Court of Law in South Africa.**

**THE PARTIES AGREE AS FOLLOWS:**

1. The School will educate and care for the Learner in accordance to the South African Schools Act accepted rules and regulations abiding to all laws and bylaws which may be applicable to the said School on a basis to be advised to the Responsible person by means of regular circulars to be handed out to the responsible person.
2. The responsible person will be obliged to pay required school fees, as determined by the SGB, each month before or on the 1st of that specific month. (e.g. 1 February 2023 is the last day to pay the fees for February 2023.) The required fees will be advised to the Responsible person on a monthly basis in the form of a statement, which will be posted to the responsible person. The fees will be payable in 11 (eleven) equal installments, from January to November each year.
3. Should the responsible person be in default with any payment, the amount in arrears shall bear interest at a rate equal to the prime bank rate applicable at a time. Should the account be in arrears for more than 3 (three) months, legal action will be taken against the responsible person. The responsible person agrees to pay all legal costs which may be incurred by the School for the recovery of outstanding fees.
4. **The responsible person will be liable to pay an administration fee of R100 when applying for space at the School. This fee amount does not guarantee space at the school and is NON REFUNDABLE. It will not be refunded if the responsible person decides not to bring the child to the School.**
5. The responsible person will be obliged to make payments for school fees for periods during which the Learner is not in school due to, for instance illness, personal problems etc.
6. The responsible person chooses as his/her domicilium citandi ET executandi the address as indicated on the application form for any legal action.
7. This contract shall remain in force for the normal duration of the Learner's school life at the School, but the responsible person will be entitled to terminate it by way of one school term's notice in writing. Should the Learner be expelled or suspended from the School as provided for in the Code of Conduct, then and in such event, the School's obligations in terms of this agreement will cease for the period of the suspension or upon the date of the expulsion. The responsible person will, however, be responsible for the payment of fees for the period of suspension or until the end of the term in which the Learner was expelled.
8. This is the whole of the agreement for fees entered into by the parties and no addition or alteration hereto will have any lawful effect unless such alteration or addition is put in writing and signed by both parties.
9. The responsible person acknowledges that he/she has prior to the signing of this agreement familiarized him/herself with the School regulations, Admission requirements and Code of Conduct.

Signed at \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

**(SIGNATURE)**

**ONLY Biological Father or Mother paying school fees needs to sign above**

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**TIGER KLOOF CODE OF CONDUCT (ABRIDGED)**

I am proud to be a member of the Tiger Kloof community.

I shall show gratitude at all times and in all my actions.

I shall honor my commitments and shall attend and participate fully in meetings and events.

In the event of being unable to attend, I shall offer my apologies in advance. I shall not be late.

I shall greet all guests and make them feel welcome in our community.

I shall give selflessly of myself, my time, my energy and my talents and I shall take full ownership of my personal values.

I shall do my best in all things and shall compete fairly and sensitively.

I shall respect everyone equally.

I shall listen with care when others are talking to me. I shall respond to their needs with understanding.

I commit myself to learning and growing through teamwork and by exercising tolerance for others.

I shall not steal or tell lies

I shall abstain from taking drugs, alcohol, nicotine and all other harmful substances.

I shall control my sexual conduct and behave responsibly and appropriately in all my personal relationships.

I shall respect all people, irrespective of their place and positions.

I shall respect our leaders. I shall learn from their example and shall take care to set a good example for those who will follow in my footsteps.

I shall readily admit to my mistakes and shall apologize appropriately when it is necessary to do so.

I shall take responsibility for my actions.

**I am committed to personal growth and to playing my part in building and enhancing the life of our community, in protecting and defending our environment and to making a difference in the world which we share together.**

**As a visible sign of my commitment to the values and implied behaviors expressed in this code of conduct, I attach my signature to this document.**

**NAME AND SURNAME (LEARNER):** .....

**GRADE:** ..... **SIGNATURE of LEARNER:** ..... **DATE:** .....

I, the parent of the above learner, sign in support of this code of conduct and promise to work with the school to grow my child into the person God has intended him/her to be.

**SIGNATURE OF PARENT (S):** .....

**DATE:** .....





**TIGER KLOOF COMBINED SCHOOL**  
 “Creating New Paths in Learning, Doing and Serving”



**HEALTH AND MEDICAL INFORMATION**

**PHYSICAL HEALTH OF LEARNER** (Please comment. If there are difficulties, please comment on a separate page and attach to this form)

Sight ..... Hearing ..... Speech .....

Allergies (e.g. penicillin injections) .....

Chronic Illnesses .....

Dietary Needs and or Food Allergies (*for Boarding purposes*) .....

..... (Medical Certificate from a doctor must be attached)

MEDICAL CONDITION / CHRONIC DISEASES	YES/NO	IF YES, COMMENT BRIEFLY
1. Epilepsy		
2. Asthma		
3. Panic Attacks		
4. Psychological Problems		
5. Mental health Problems		
6. Bed wetting		
7. Previous problems with Tuberculosis		
8. Any other chronic diseases difficult to manage in hostels		

**NB: IT IS OF THE UTMOST IMPORTANCE THAT ALL MEDICAL CONDITIONS OR HEALTH DISORDERS BE DECLARED TO THE SCHOOL AND THE INSTITUTION.**

**MEDICAL AID DETAILS**

**Name of Scheme** ..... **Membership No** .....

**Name of Principal Member** .....

**Relationship of learner to member** .....

**PLEASE ATTACH A COPY OF THE FRONT AND BACK OF YOUR MEDICAL AID CARD. THIS INFORMATION IS VERY IMPORTANT IN AN EMERGENCY.....**





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+ 27 53 928 7000  
 086 275 5443  
 441  
 VRYBURG 8600

Portion 5, Waterloo Farm  
 Kimberley road,  
 VRYBURG  
 8601

Principal : zackariasj@gmail.com  
[www.tigerkloof.org](http://www.tigerkloof.org)

EMIS No: 600102137

**TO BE COMPLETED BY THE PRINCIPAL OF THE SCHOOL THE LEARNER IS PRESENTLY ATTENDING**

1. Learner Surname: ..... Learner First name.....
2. Present School: ..... Grade: .....
3. Co-curriculum activities.....
4. Has the learner ever been involved in smoking, alcohol or drugs at school?  YES  NO  
 If yes, please comment .....
5. Has the learner been referred to an Educational Aid Centre / Psychologist or had remedial problems?  Y  N  
 Please comment: .....
6. Are fees paid regularly?  YES  NO If no, please comment: .....

**7. IMPORTANT: If this learner failed a Grade previously; please indicate GRADE ..... AND YEAR .....  
 GRADE ..... AND YEAR .....  
 YEARS IN PHASE .....**

Criteria	1 Poor	2 Acceptable	3 Good	4 Excellent
Appearance				
Application to work				
Behavior				
School Attendance				
Parental Involvement				

**NO CONSIDERATION WILL BE GIVEN TO A LEARNER WHOSE FORM IS INCOMPLETE**

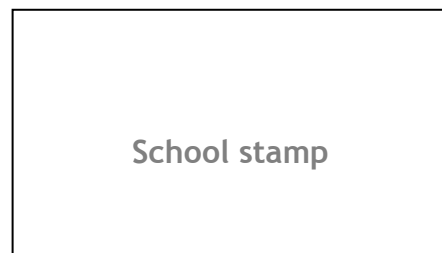
Principal's Signature: .....

Date: .....

**Please return to:**

**Fax: 086 275 5443**

**E-mail: [info@tigerkloof.org.za](mailto:info@tigerkloof.org.za)**



## **Unabridged Birth Certificate For Minors – All You Need To Know**

From 1 June 2015, the Department of Home Affairs in South Africa will require all passengers under 18 to travel with an Unabridged Birth Certificate.

**What is it?** A new immigration law is coming into effect on 1 June 2015.

Under the new law, all minors under the age of 18 years will be required to produce, in addition to their passport, an Unabridged Birth Certificate (showing the particulars of both parents) when exiting and entering South African ports of entry.

**Why is it happening?** This is being done to curb human trafficking. According to the Department of Home Affairs, 30 000 minors are trafficked through South African borders every year. 50% of these minors are under the age of 14.

When the new immigration regulation comes into effect on 1 June, it will be the responsibility of passengers to ensure their children have the correct documentation or risk being denied boarding. The new law will be enforced by airlines and immigration officials across the board (land, sea and air). Although airlines and travel agents are doing everything to keep passengers informed, ultimately it will be passengers' responsibility to know what is required of them. **In all cases an Unabridged Birth Certificate will be required for minors departing and arriving in South Africa ... they will not be allowed to travel without it.**

In cases where the Unabridged Birth Certificate is in a language other than English, it must be accompanied by a sworn translation issued by a competent authority in the country concerned.

Children travelling with only one parent

When a child travels with only one parent, additional documents should include an affidavit in which the absent parent gives consent for the child to travel, a court order granting full parental responsibilities or legal guardianship of the child, or the death certificate of the absent parent. The affidavit should be no more than 3 months old from date of travel.

Children travelling without either parent

In the case of a child travelling with a person other than a parent, the Unabridged Birth Certificate must be supplemented by affidavits from the parents or legal guardians confirming that the child may travel with that person, copies of the ID documents or passports of the parents or legal guardian, and the contact details of the parents or legal guardian.

Similarly, a child travelling as an unaccompanied minor would have to produce not only the Unabridged Birth Certificate, but also proof of consent from parents or legal guardians and contact details, plus documentation relating to the person receiving the child in South Africa. The latter documentation should include a letter stating the person's contact details and residential address, contact details where the child will be residing, plus a copy of his or her ID document, passport or residence permit.

### **Application process for Unabridged Birth Certificates**

- **Apply at your nearest Home Affairs office where your Biometric information will be verified.**
- **Take your ID book along, as well as your child's ID number.**
- **All documents submitted must be originals or certified copies.**
- **The Unabridged Birth Certificate costs R75.**
- **It can take up to 8 weeks to acquire an Unabridged Birth Certificate from the date of application.**

Since last year, Unabridged Birth Certificates have been issued automatically for newborns. If your infant was born after 14 March 2013, you should be in possession of a UBC.

Certified copies of documents are usually valid for 6 months only.

Don't delay applying for Unabridged Birth Certificates as the time frame for obtaining the documentation varies greatly, from a few weeks to several months.

Department of Home Affairs toll free hotline: 0800 60 11 90

Home Affairs resources: <http://www.home-affairs.gov.za/index.php/birth-certificates1> and <http://www.dha.gov.za/index.php/notices/474-new-immigration-regulations-other-notices>

We urge you to take steps to obtain Unabridged Birth Certificates, and any other documentation required as soon as possible to avoid delays at the airport.

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