



## **ADMISSION POLICY for 2024**

### **PREAMBLE:**

This Admission Policy document reflects the provisions of the Constitution of the Republic of South Africa, Act 108 of 1996, the National Education Policy Act 27 of 1996: Admission Policy for Ordinary Public Schools, and the South African Schools Act 84 of 1996: Age Requirements for Admission to an Ordinary Public School.

### **1. GENERAL POLICY with regard to admissions**

- 1.1 This admission policy has been determined by the Governing Body.
- 1.2 In terms of this policy no applicant may be unfairly discriminated against.
- 1.3 Once admitted, a pupil must participate in the total “school programme.”
- 1.4 Pupils shall be admitted on the clear understanding that:
  - The LOLT (Language of Learning and Teaching) in this school is English.
  - Parents/guardians will be required to purchase a Summer and Winter school uniform for their child/children.
  - Parents/guardians will be required to purchase stationery for their child/children.
  - Parents/guardians will be required to purchase kit and clothing for whatever sporting/extra-mural activity in which their child/children wish to participate.
  - Parents/guardians are legally bound to pay the compulsory school fees, the amount of which is agreed to, each year by the parent body.
  - Parents/guardians will uphold the school’s Code of Conduct
- 1.5 The school *may* decide to advertise in the media that applications for admission to the school, in any particular year, may be submitted.

### **2. DOCUMENTS REQUIRED FOR ADMISSION**

- 2.1 Official application forms, are available from the Secretary’s Office at the school or from the school’s webpage.





# WESTERING PRIMARY SCHOOL

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P.O. Box 10147, Linton Grange, 6015  
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Port Elizabeth, 6025

- 2.2 These must be completed in full and returned in person to the school by the parents/guardians of the child. The documents must be filled in correctly as well as have all the necessary documentation.
- 2.3 Other relevant documentation for new learners will be sent to new parents once the child is admitted to the school.
- 2.4 Parents/guardians must complete an application form and, when applying, must provide the following original or certified documents:
- a copy of the child's unabridged birth certificate;
  - a copy of the identity documents of **both** biological parents/guardians/ accountholders;
  - a death certificate (if a parent is deceased);
  - a copy of the latest academic report for the child (except into Grade R);
  - proof that the applicant has been immunized against the following communicable diseases: polio, measles, tuberculosis, diphtheria, tetanus, and hepatitis B. If there is no proof, it is the parent's responsibility to go to the nearest clinic as part of the free primary health care programme. Should a parent have refused to have their child immunized, they will be required to sign a letter giving indemnity to the school, should their child contract any illnesses because of not being immunized;
  - an original municipal account as proof of residential address.
- 2.5 It is an offence to make a false statement regarding the child's age or any other relevant details (Act 51 of 1992). These children will automatically be disqualified.

### 3. NON South African CITIZENS

- 3.1 We accept children from other countries providing the conditions below are met.
- Parents must be in possession of a valid permit for temporary or permanent residence from the Department of Home Affairs.
  - They must have a valid study permit.
  - They must provide proof that they have applied to legalise their stay (Aliens Control Act 96 of 1991).





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## 4. Assessment and fees

- 4.1 No formal test will be administered to determine admission of any child.
- 4.2 Details gained from any form of assessment, will be consulted *after* admission, for placement of the child within the school programme and for compiling a Remedial timetable of numbers of children and severity of learning disability.
- 4.3 This is not in breach of the National Education Policy Act 27 of 1996 – Admissions section 11. LSEN children under section 22 of above Act refers “assessment and consultation relating to a change of placement must be carried out by a team based at the school”.
- 4.4 Prospective Parents do not pay any fees until the child is accepted at the school.

## 5. Age Requirements for admission

Notwithstanding Circular 18 from the SG dated 31 May 2007, the statistical age norm per grade is the grade number plus 6.

- Grade 0 + 6 = 6
- Grade 1 + 6 = 7
- Grade 2 + 6 = 8
- Grade 3 + 6 = 9
- Grade 4 + 6 = 10
- Grade 5 + 6 = 11
- Grade 6 + 6 = 12
- Grade 7 + 6 = 13

## 6. INTAKE AREA FOR ADMISSION

Residents of the Westering area are the official FEEDER ZONE with regard to admissions to this school. This school is the school closest to the homes of the families in this feeder area and the policy of the school is to serve the needs of these families first.





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## **7. The order of preference for admission:**

- 7.1 Pupils who permanently live in the Westering area.
- 7.2 Pupils who permanently live in the area and have siblings at the school.
- 7.3 Children who do not live in the Westering area will be considered. The distance from the school, as well as their ability to communicate in the Language of Learning and Teaching (LOLT) of the school (English Home Language) will be determining factors, as this will affect their future success and happiness at the school.
- 7.4 Pupils who attend Westering Pre-Primary School and live in the area will be given preference.
- 7.5 Other Pre-Primary Schools pupils in the area will be considered as in 7.1.

## **Preference of placement is based on:**

- Ability to communicate in the LOLT;
- Good discipline record at the previous school;
- Evidence of diligence and endeavor;
- Participation in school activities.

This Admission Policy will be reviewed in November 2024.

Signed:

Mr R Hamilton  
PRINCIPAL

23.05.2024

Date

Mr A Naidoo  
CHAIRPERSON OF THE SGB

23.05.2024

Date

