



# Admission Policy

Adopted by the Governing Body in terms of Section 5(5) of the South African Schools Act No. 84 of 1996

## 1. Interpretation

In this policy document, unless the context indicates otherwise:-

- |      |                  |   |
|------|------------------|---|
| 1.1. | the Act          | means the South African Schools Act No. 84 of 1996 (as amended);  |
| 1.2. | Educator         | means any person, excluding a person who is appointed to exclusively perform extracurricular duties, who teaches, educates or trains learners at the School and who has been appointed by the Governing Body of the School or the WCED;   |
| 1.3. | Feeder Zone      | Only learners who reside in the area defined as "Metropole East" by the Western Cape Education Department will be considered. Preference will be given to learners who reside within the following area: from Kirkia street in the North, in an easterly path along the Somerset West Main road, up to the "Old Bridge". From there, in a north-easterly direction following the Lourensford river, up to the Vergelegen gates. From this point, the municipal boundary all along the foothills of the Helderberg mountain up to and including Bel'aire. (Preference will be based upon the ranking on our admissions questionnaire as provided by the school which the learner currently attends.) |
| 1.4. | Financial Relief | Financial relief as set out in paragraph 6 below.   |
| 1.5. | Learner          | means any person receiving education or obliged to receive education in terms of the Act;   |
| 1.6. | Parent means:    |   |
|      | 1.6.1.           | the biological or adoptive parent and/or parents of a learner;  |
|      | 1.6.2.           | the legal guardian/s of a learner;  |
|      | 1.6.3.           | the person/s legally entitled to custody of a learner; or   |
|      | 1.6.4.           | a person who undertakes to fulfill the obligations of a person referred to in paragraphs 1.6.1, 1.6.2 and 1.6.3 towards the Learner's education at the School;  |
| 1.7. | the School       | means the Parel Vallei High School.   |

## 2. Documents Required for the Admission of a Learner

- 2.1. The Parent must fully complete and both parents, or in the case of a single parent, only such parent, must sign the application form for the admission of a Learner in the form as prescribed by the School from time to time. The application form together with the additional documents described in sub-paragraph 2.2 below shall be delivered to the school by a date to be advertised by the School. Preference will be given to applicants whose applications are complete and have been submitted timeously.
- 2.2. When a Parent applies for the admission of a Learner, the Parent must present:
- |       |   |
|-------|---|
| 2.2.1 | a certified copy of the official unabridged birth certificate of the learner or a certified copy of the learner's identity document;                              |
| 2.2.2 | a certified copy of both parents' identity documents, or in the case of a single parent, only such parent's identity document;                                    |
| 2.2.3 | proof that the Learner has been immunised against the following communicable diseases, namely, polio, measles, tuberculosis, diphtheria, tetanus and hepatitis B; |
| 2.2.4 | a copy of the last report card issued by the previous school of the Learner or other equivalent documentation from the previous school;                           |

- 2.2.5 an authority, duly executed by the Parent, authorising the previous school/s attended by the Learner to supply information concerning the Learner;
  - 2.2.6 the School's application form duly completed and signed by both parents, or in the case of a single parent, only such parent, and the learner;
  - 2.2.7 documentation proving physical residence (Municipal or electrical account), and;
  - 2.2.8 such additional documents as may be prescribed by the School from time to time.
- 2.3. A Parent shall be entitled to submit, together with the application, such additional documentation that may demonstrate compliance with the admission criteria described herein below.

### **3. Number of learners**

- 3.1 A Learner – Teacher ratio of 33:1(Grades 8 and 9) and 30:1 (Grades 10 – 12).
- 3.2. The school shall admit a maximum of 260 learners per grade.

### **4. Admission Criteria**

- 4.1. Preference will be given to Learners who:
  - 4.1.1. Demonstrate the greatest degree of participation in the academic and sporting or cultural activities offered by the school/s previously attended by them;
  - 4.1.2. Based on their previous participation and performance in academic and sporting or cultural activities demonstrate that they will benefit the most from the subjects, activities and facilities offered by Parel Vallei High School;
  - 4.1.3. Show the highest academic potential;
  - 4.1.4. Have a good disciplinary record;
  - 4.1.5. Reside in the Feeder Zone.
  - 4.1.6. Have siblings who will be at the school in the year of admission.
- 4.2. In the event that after the application of the criteria referred to in sub-paragraph 4.1 applicants are equal, preference will be given to learners disadvantaged as a result of unfair discrimination in the past.

### **5. Appeal**

The Learner or Parent of Learner may appeal against the decision to refuse admission to a learner to the Member of the Executive Council in terms of Section 5(9) of the Act.

### **6. Financial relief**

- 6.1 Parents will have to meet the necessary criteria for the granting of financial relief.
- 6.2 Should the school impose certain conditions upon the granting of the financial relief, the Parents and learner /s concerned will be bound by such conditions.
- 6.3 Financial relief shall be suspended with immediate effect if one or more of the following occur:
  - 6.3.1 The parents no longer meet the necessary criteria for the granting of financial relief;
  - 6.3.2 The Parents and learner /s concerned fail to comply with any of the conditions imposed by the school.