



Smart Start Daycare

NPO No: 310-298

Louis Botha Ave 128, Orange Grove, JHB, 2192

Cell: 082 842 5845/071 773 9564

CHILD REGISTRATION FORM FOR CURRICULUM 2025

Child's Information

Child's Surname: Full Names:.....

Date of Birth: ID / Passport No: (Where applicable).....

Home Language: Home Address:

.....
.....

Parent/Guardian/Caregiver's Information

Parent/Guardian/Caregiver's Name:

Parent/Guardian/Caregiver's ID/ Passport: (Where applicable).....

Telephone number: Cell:

Place of work: Work Address:

.....
.....

Emergency number:

Allergies:

.....
.....
.....

Kindly attach the following documents:

- Childs birth certificate copy
- Immunization Card copy
- Parents ID copy

RULES AND REGULATION- PAYMENT OF FEES

1. All fees are payable in full direct to the bank account in the name of the center. No fees are refundable irrespective of illness, holiday or any other reason.
2. Fees are payable on or before the 4th of each month. Fees must be paid in full irrespective of whether the child has attended the school for less than 20 days.
3. Parents are advised to notify the school at least 15 days advance in the case they wish to withdraw the child from center on temporary or permanent basis.
4. Parents who do not bring their children to the center during formal school holidays are still liable to pay the fees for the particular month in full.
5. Fees for the month of December must be paid in full by the end of November, unless where arrangements have been made to consolidate these fees in the fee structure for other months.
6. Proof of payments in terms of official cash receipt issued from the official books of the center must be obtained each time payment is made. Bank deposit slips may be used as temporary proof of payment until such time that the center has issued an official receipt.
7. Children's clothing must be clearly marked with the child's name or tags.
8. The crèche deems it necessary to send the child to the Doctor or clinic for any treatment considered necessary by the supervisor and parent will be responsible for all the charges concerned therewith.
9. The crèche will all times care for the children in the responsible manner, but will not be held responsible for any accident or misfortune which may occur while the children are in the care of the crèche. No claims of whatsoever nature will be instituted by parent/caregiver/ guardian against the crèche should an unforeseen event or harm occurs to the child, whether such because by any individual through an act of God.
10. A crèche will from time to time holds the child uplift or educational events such as excursion, trips, tours etc.
11. There-fore parents are required to co-operate with the center for all these cost as they are part of importance to your child development.
12. All financial records of the center as well as records of payment of fees by parents are subject to review by our Auditors every (3) three months. The center reserved the right to instruct its auditors to issue letter of demands / institute legal notices where fees are outstanding for a period of more than three months.
13. The parent/caregiver/guardian shall be responsible for payment of all outstanding fees in full as well as administration / legal costs instituted by our auditors as a results of recovery of debt.

Indemnity

1. This indemnity is applicable between the center and the child in respect of accommodation at the center, trips (outing and educational tours) and special function at specific venues.
2. Although every necessary precaution possible will be taken to prevent accidents or injury neither the center nor the facilitator or any of the employees or staff or guest or other persons associated with the center will be held responsible or liable for any claims arising from any accident injury to a child whilst on the school premises, function, gathering or at an outing by on behalf of the center.

3. This indemnity shall in addition be deemed operative as against any 3rd person suffering from previous injuries resulting in damage.
4. In the event of an emergency such as an accident or injury to the child, permission is hereby granted to the center to make use of the nearest Doctor or Medical Facility and any such costs will be for the account of the Parent/s or Guardian/s.

I, ...Parent(s)/Caregiver/Guardian of the child mentioned above, agree to adhere to conditions / indemnity / payment procedures of the center. I hereby indemnify that I have read and understood the rules and regulations reflecting above in this form.

Signature(s)

Father: Mother:

Date:

Witness's Signature: Date:

FOR OFFICE USE ONLY:

Date received:

Date & Time of Interview:

All forms received:

Date accepted: