ALLIED SCHOOLS

# Admissions & enrolment pack

QUALITY EDUCATION
FOR A BRIGHTER TOMORROW

NEVER GIVE UP




## Fordsburg Girls

### INSIDE YOUR PACK


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Scan for Allied online

Digital or handwritten submission | A4




ALLIED EDUCATION GROUP | START HERE

# Application requirements

Fordsburg Girls | Complete one pack for each learner and attach the required records.

## 1 PROCESSING CONDITION

This application will be processed only if all applicable fields are completed legibly, all applicable sections are completed and signed, and all necessary supporting documents are attached. Write N/A where a field does not apply. The transfer card must be submitted once available.

Record a Yes or No for each consent choice. A No to optional publicity, marketing or group messaging does not make an application incomplete. Write N/A for any genuinely inapplicable section or document.

## 2 REQUIRED DOCUMENTS - TICK THE COPIES ATTACHED

- ☐ Copy of child birth certificate / ID or passport
- ☐ Copy of learner's latest report
- ☐ Proof of home / work address
- ☐ Clinic card / immunisation proof - Grade 000 to Grade 3
- ☐ Two recent ID photographs of the learner
- ☐ Copy of parent / guardian ID or passport
- ☐ Transfer card - submit once available
- ☐ Subject-choice form - Grades 10 to 12
- ☐ All applicable sections completed and signed

## 3 PARENT / GUARDIAN PAYING FEES - REQUIRED FINANCIAL RECORDS

Each parent / guardian paying fees must supply the documents relevant to their employment status. A separate payer record is required where fees are shared.

- ☐ Employed: recent payslips
- ☐ Employed: bank statements covering 3-6 months
- ☐ Self-employed: recent bank statements covering 3 months

## 4 ADDITIONAL RECORDS AND APPLICANT CONFIRMATION

- ☐ Custody / legal authority documents, if applicable
- ☐ Passport / permit records, where applicable
- ☐ Relevant medical / support reports, if applicable
- ☐ Proof of registration payment, after approval

Transfer-card availability / document marked N/A / agreed follow-up

Parent / guardian full name

Application checklist signature

Date




ALLIED EDUCATION GROUP | ADMISSIONS GUIDE

# How to complete and submit

Fordsburg Girls | Grade 000-12.

## 1 COMPLETE THE PACK

Digital: enter information in the fields, save a copy, then sign using a compatible PDF reader. Print: use dark ink and write clearly. All dates are DD/MM/YYYY. Attach clearly labelled extra pages if a response needs more space.

Complete the learner, guardian, medical, payer and applicable service records. Grades 10-12 applicants complete the subject-choice form at the end of this pack. Read the enrolment contract and policies, record your consent choices and sign the applicable sections.

## 2 SUBMIT, REVIEW AND ENROL

1 Complete the learner and parent / guardian details.
2 Attach the required documents and sign the applicable sections.
3 Submit your completed application to Fordsburg Girls.
4 Attend an assessment or admissions meeting if requested.
5 Receive the written outcome and finalise enrolment and first-day arrangements.

Application receipt alone does not confirm a place. Your written acceptance records the campus, grade, start date and any agreed conditions.

## 3 SPEAK TO YOUR CAMPUS

Fordsburg Girls | Grade 000-12
14 Malherbe Street, Fordsburg
Mobile / WhatsApp: +27 75 986 8131
Email: girls@alliedschool.co.za
www.alliedschools.co.za

## 4 OPTIONAL ADMISSIONS FEEDBACK

| How did you hear about Allied? | Main reason for choosing Allied | Admissions support |
|---|---|---|
| | | |




01 / ADMISSIONS

# Learner application

Fordsburg Girls | 2027. Grade 000-12. Use names as they appear on official documents.

## 1 CAMPUS AND PROPOSED ADMISSION

Admission year: 2027

Grade / age group

Application type

Proposed start date

Existing family / account code (if any)

## 2 LEARNER IDENTITY

Surname

Full names

Preferred name

Date of birth

Gender

Age

ID / Birth certificate / Passport number

Nationality

Country of birth

Home language

Other language(s)

Learner residential address and postal code

Two ID photos (attach separately)

Learner mobile (if applicable)

Learner email (if applicable)

Preferred teaching language

Children in household

Learner birth order

Cultural / religious considerations (optional)

## 3 INTERNATIONAL / IMMIGRATION INFORMATION - IF APPLICABLE

Permit / residence status

Permit / document number

Expiry date

Provide the relevant passport and immigration documents requested by admissions. The school will confirm any additional information needed for the application.




02 / LEARNER PROFILE

# Education and school history

Help us understand the learner's experience, progress and transition to Allied.

## 1 CURRENT / MOST RECENT SCHOOL OR EARLY-LEARNING CENTRE

School / centre name

Current / highest grade

Address, province and country

School telephone

Principal / contact person

School email

Attended from

Attended to

Reason for leaving

## 2 EARLIER SCHOOLING AND ACADEMIC PROGRESS

Previous school / centre, address, grade and dates

Previous school contact / telephone

Grade repeated / years in current grade or phase (if relevant)

Pre-primary experience

Information that may help the transition / previous support

## 3 SIBLINGS ATTENDING ALLIED SCHOOLS

| Full name | Campus | Grade |
|---|---|---|
| | | |
| | | |

## 4 SENIOR SUBJECT PLANNING - GRADES 10-12, IF APPLICABLE

Current / proposed subjects and levels

Subject counselling requested?

☐ Yes ☐ No

Grades 10-12 applicants complete the subject-choice form at the end of this pack and attach the latest report.




03 / FAMILY DETAILS

# Family and parent / guardian 1

Primary contact. Provide the legal guardian's details where a parent is not responsible.

## 1 CARE, RESIDENCE AND LEGAL ARRANGEMENTS

Learner mainly lives with

Primary caregiver name / relationship

Custody / access restrictions or important collection instructions

Attach a relevant court order or guardianship document where it affects care, access or signing authority. Give only information needed to keep the learner safe.

## 2 PARENT / GUARDIAN 1 - PERSONAL DETAILS

Title

Full names

Surname

Relationship / legal authority

ID / Passport number

Nationality

Mobile number

Alternative / home number

Email address

Residential address and postal code

Postal address and postal code

Home language

Communication language

Preferred contact channel

## 3 EMPLOYMENT AND DAYTIME CONTACT

Employment status

Occupation

Employer / business name

Work telephone

Work address

Learner lives with this adult?

☐ Yes ☐ No

May receive routine school notices?

☐ Yes ☐ No

May receive account information?

☐ Yes ☐ No




04 / FAMILY DETAILS

# Parent / guardian 2 and contacts

Complete where applicable. If unavailable, explain briefly and provide the responsible contact.

## 1 PARENT / GUARDIAN 2 - PERSONAL DETAILS

Title | Full names | Surname

Relationship / legal authority | ID / Passport number | Nationality

Mobile number | Alternative / home number | Email address

Residential address and postal code | Postal address and postal code

Home language | Communication language | Preferred contact channel

## 2 EMPLOYMENT AND DAYTIME CONTACT

Employment status | Occupation | Employer / business name

Work telephone | Work address

Learner lives with this adult? ☐ Yes ☐ No

May receive routine school notices? ☐ Yes ☐ No

May receive account information? ☐ Yes ☐ No

## 3 ADDITIONAL EMERGENCY CONTACTS - OTHER THAN PARENTS / GUARDIANS

| Full name | Relationship | Mobile | Alternative number |
|---|---|---|---|
| | | | |
| | | | |

If a second guardian is not applicable / available, please explain




LEARNER HEALTH

# Medical & emergency care

Confidential information to help us care for your child.

## 1 CARE TEAM & MEDICAL COVER

Medical aid provider | Membership number | Plan / option | Medical aid telephone

Main member's full name | Main member's ID / passport | Relationship to learner

Family doctor / practice | Doctor's telephone | Immunisations | Blood group

Doctor / practice address | Immunisation notes

## 2 HEALTH INFORMATION & DAILY CARE

Allergies / triggers, including food or medicines | Symptoms, emergency response & action plan

Chronic conditions / relevant illness or operations | Medication: name, dose, times & storage needs

Other care needs, dietary requirements or precautions | Care plans / prescription / clinic record attached

## 3 EMERGENCY CARE AUTHORITY

If I cannot be reached, I authorise the school to contact emergency services and arrange urgent medical assessment for my child. Supplied care plans should be followed where practical. Medication at school requires a separate written instruction and school confirmation.

I give the emergency authority above ☐ Yes ☐ No | First person to contact | Emergency telephone

Parent / guardian's full name | Parent / guardian's signature | Date

Write NONE where appropriate. Attach any current care plan and tell the school promptly when health information changes.




INDIVIDUAL SUPPORT

# Learning, wellbeing & early years

Share the routines and support that help your child feel secure and learn well.

## 1 LEARNING SUPPORT & WELLBEING

Current support / therapy?

☐ Yes ☐ No

Learning, communication, sensory, physical or emotional support

Relevant therapist / specialist / support professional

Telephone

Reports attached?

☐ Yes ☐ No

Helpful classroom adjustments / previous interventions

Wellbeing, transition or communication notes

## 2 EARLY YEARS ROUTINE - COMPLETE WHERE APPLICABLE

For younger learners at Fordsburg Girls. Complete only the routines relevant to the learner's age and needs. The campus confirms the agreed care and supervision arrangements.

Milk / bottles / feeding times & preparation

Food texture, dietary needs & feeding assistance

Sleep / rest routine & settling instructions

Nappies / toileting / changing needs

Comfort items, words, interests & soothing strategies

Developmental milestones / support to discuss

Usual days of attendance

Expected arrival time

Expected collection time

Daily handover contact

## 3 PARENT INSTRUCTIONS & REVIEW

I have shared relevant information and supporting plans. I will discuss any support or care arrangements with the school before attendance begins and advise the school of changes.

Parent / guardian's full name

Parent / guardian's signature

Date

Attach a separate page if needed. The school will discuss individual arrangements and any further information needed with you.




SCIENCE | TECHNOLOGY | ENGINEERING | MATHEMATICS

# Curriculum | STEM & activities

Fordsburg Girls | Curious minds. Practical skills. Confident problem-solvers.

## 1 STEM AT THE HEART OF LEARNING

Allied builds its curriculum around Science, Technology, Engineering and Mathematics (STEM). Strong subject knowledge, language skills and creativity support a connected approach: learners ask questions, investigate, create solutions and explain their thinking.

Learning develops from early discovery and practical projects to scientific enquiry, design challenges and computational thinking. Activities are adapted to the learner's grade and connect classroom knowledge with everyday problems.

## 2 FOUR CONNECTED WAYS TO LEARN

### Science
Observe, investigate and use evidence.

→

### Technology
Code, connect and create.

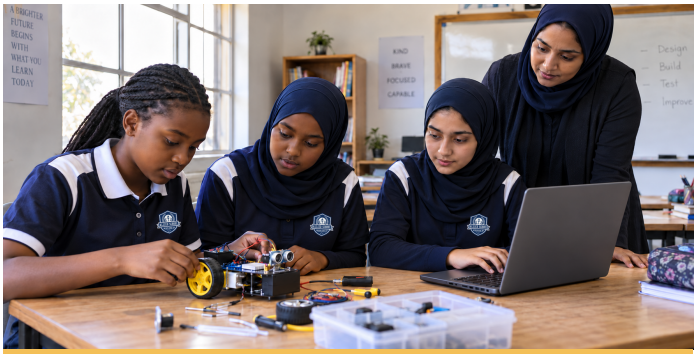
→

### Engineering
Design, build test and improve.

→

### Mathematics
Count, measure reason and solve.

## 3 CODING, ROBOTICS AND PRACTICAL SCIENCE



**Coding & robotics**



**Practical science**

Hands-on tasks encourage teamwork, safe investigation and perseverance. Learners try an idea, review what happens and improve their next attempt.

## 4 EXTRA-CURRICULAR ACTIVITIES

Soccer | Netball | Basketball | Cricket | Chess | Drama | Coding and robotics

Sport, strategy, performance and technology activities develop confidence, co-operation and interests beyond the classroom.




CURRICULUM & SCHOOL DAY | 2027

# Curriculum | Subjects by grade

Fordsburg Girls | Curriculum and learning areas by grade.

## 1 PRE-SCHOOL | GRADES 000, RR AND R

Pre-Grade R and Grade R learning areas: English Home Language; Life Skills; Mathematics.

## 2 FOUNDATION PHASE | GRADES 1, 2 AND 3

The following subjects apply in each grade: English Home Language; Afrikaans First Additional Language; Mathematics; Life Skills.

## 3 INTERMEDIATE PHASE | GRADES 4, 5 AND 6

The following subjects apply in each grade: English Home Language; Afrikaans First Additional Language; Mathematics; Life Skills; Natural Sciences and Technology; Social Sciences.

## 4 SENIOR PHASE | GRADE 7

English Home Language; Afrikaans First Additional Language; Mathematics; Life Orientation; Creative Arts; Economic and Management Sciences; Natural Sciences; Social Sciences; Technology.

## 5 SENIOR PHASE | GRADES 8 AND 9

The following subjects apply in both grades: English Home Language; Afrikaans OR isiZulu First Additional Language (choose one); Mathematics; Life Orientation; Creative Arts; Economic and Management Sciences; Natural Sciences; Social Sciences; Technology.

## 6 FET PHASE | GRADES 10, 11 AND 12

In each grade: English Home Language; Life Orientation; Afrikaans OR isiZulu First Additional Language (choose one); Mathematics OR Mathematical Literacy (choose one).

Other FET subjects are listed by grade on the following page. Complete the subject-choice form at the end of this pack to record the learner's selection.




CURRICULUM & SCHOOL DAY | 2027

# Curriculum & school times

Fordsburg Girls | FET subject offerings and the school day.

## 1 GRADE-SPECIFIC SUBJECT OFFERINGS

| Grade | Subjects |
|---|---|
| 10 | Accounting; Arabic Second Additional Language; Business Studies; Computer Applications Technology; Economics; History; Information Technology; Life Sciences; Mandarin Second Additional Language; Physical Sciences; Religion Studies; Tourism. |
| 11 | Accounting; Arabic Second Additional Language; Business Studies; Computer Applications Technology; Economics; History; Information Technology; Life Sciences; Physical Sciences; Religion Studies; Tourism. |
| 12 | Accounting; Business Studies; Consumer Studies; Economics; Geography; History; Life Sciences; Physical Sciences; Religion Studies; Tourism. |

## 2 SCHOOL TIMES | MONDAY TO FRIDAY

| Phase | Grades | Start | Mon-Thu dismissal | Friday dismissal |
|---|---|---|---|---|
| Pre-school | 000-R | 07:30 | 13:30 | 12:00 |
| Foundation | 1-3 | 07:30 | 13:30 | 12:00 |
| Intermediate | 4-6 | 07:30 | 14:30 | 12:00 |
| Senior | 7-9 | 07:30 | 14:30 | 12:00 |
| FET | 10-12 | 07:30 | 15:00 | 12:00 |

School starts at 07:30. Friday dismissal is 12:00 for every grade.

## 3 AFTERCARE AND COLLECTION

Aftercare: R 600 per month. Aftercare runs from 14:30 to 17:30 during school terms. Complete the included aftercare application to request this optional service. Collection and care between dismissal and aftercare are agreed with the parent before attendance.

Collection enquiries: +27 75 986 8131 | girls@alliedschool.co.za

ALLIED SCHOOL
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# ALLIED SCHOOLS

QUALITY EDUCATION
FOR A BRIGHTER TOMORROW




2027 / SCHOOL YEAR

# Academic calendar 2027

Allied Schools follows the national public-school calendar used by the Gauteng Department of Education.

| TERM | LEARNERS OPEN | LEARNERS CLOSE | SCHOOL DAYS |
|---|---|---|---|
| 1 | 13 January | 19 March | 48 |
| 2 | 06 April | 25 June | 56 |
| 3 | 20 July | 22 September | 46 |
| 4 | 05 October | 08 December | 47 |
| **197 learner school days \| 201 educator days \| 4 terms** | | | |

School day | School holiday | Public holiday | Special school holiday | Staff administration

### JANUARY 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

### FEBRUARY 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |

### MARCH 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

### APRIL 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |

### MAY 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

### JUNE 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |

### JULY 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | | 1 | 2 | 3 | 4 |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

### AUGUST 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

### SEPTEMBER 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

### OCTOBER 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

### NOVEMBER 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

### DECEMBER 2027

| M | T | W | T | F | S | S |
|---|---|---|---|---|---|---|
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

## PUBLIC HOLIDAYS & SPECIAL SCHOOL HOLIDAY

| | |
|---|---|
| **01 Jan** | New Year's Day |
| **21 Mar** | Human Rights Day |
| **22 Mar** | Human Rights Day observed |
| **26 Mar** | Good Friday |
| **29 Mar** | Family Day |
| **26 Apr** | Special school holiday |
| **27 Apr** | Freedom Day |
| **01 May** | Workers' Day |
| **16 Jun** | Youth Day |
| **09 Aug** | National Women's Day |
| **24 Sep** | Heritage Day |
| **16 Dec** | Day of Reconciliation |
| **25 Dec** | Christmas Day |
| **26 Dec** | Day of Goodwill |
| **27 Dec** | Day of Goodwill observed |

Term opening and closing dates are highlighted in navy. Weekends appear without a fill.

Educator administration: 11-12 January and 9-10 December. Learners close on 8 December.

Source: Department of Basic Education, Government Gazette 52178, Notice 5902, 25 February 2025.






# Policy issue and school details

Fordsburg Girls | Parent information and school contact details.

## 1 YOUR SCHOOL

Allied Education Group | Allied Schools - Fordsburg Girls
14 Malherbe Street, Fordsburg
EMIS: 700401223
Email: girls@alliedschool.co.za | Mobile / WhatsApp: +27 75 986 8131

School year: 2027 | Curriculum: CAPS | Website: www.alliedschools.co.za

## 2 PRIVACY AND PERSONAL INFORMATION REQUESTS

For access, correction, consent withdrawal or another privacy request, email girls@alliedschool.co.za with the subject "Information Officer - privacy request", or deliver a written request to the campus office. The campus will direct the request to the responsible Information Officer. Please include a contact number and enough information to identify the record; identity and authority may be verified before disclosure.

A privacy or other good-faith complaint does not affect a learner's treatment. You may also approach the Information Regulator directly through inforegulator.org.za.

## 3 CONTRACT AND POLICIES INCLUDED IN THIS PACK

AEG-C01 Parent-learner enrolment contract, payer details and annual fee agreement
AEG-P01 Personal information policy and consent
AEG-P02 Credit assessment, consent and limited indemnity
AEG-P03 Conduct and attendance
AEG-P04 Safeguarding, medical care and collection
AEG-P05 Digital use, uniform and property
AEG-P06 Services and complaints

Applicable South African law takes precedence. Optional consent choices are recorded separately from enrolment and fee obligations.






# Parent & learner enrolment contract

Allied Education Group | Read the complete contract and included policies before signing.

## 1 / THE PARTIES AND PLACEMENT

Allied Education Group | Allied Schools - Fordsburg Girls
14 Malherbe Street, Fordsburg
EMIS: 700401223
Email: girls@alliedschool.co.za | Mobile / WhatsApp: +27 75 986 8131

School year: 2027. The learner grade and proposed start date are recorded below.

Learner full name

Learner ID / reference

Grade / age group

Parent / legal guardian 1 name

Parent / legal guardian 2, if applicable

Adult fee payer / authorised organisation representative

Payer ID / registration number

Proposed start date

## 2 / WHEN THIS CONTRACT TAKES EFFECT

Allied Education Group is the group identity. The operating legal entity named above provides the school service and is called the School in this contract. The relevant parent or legal guardian represents the learner; the identified fee payer accepts only the financial obligations expressly recorded. A guardian does not become a guarantor merely by providing care or contact details.

An application or payment does not guarantee a place. The School must give written acceptance identifying the campus, grade, start date, term and any lawful conditions. The School will explain its programme, available support and any assessment before acceptance. An unresolved condition must be recorded in the offer; the family may ask questions before agreeing.

## 3 / COMPLETING THE PACK

Complete every applicable field legibly, write N/A where an item does not apply, sign the relevant sections and attach the required supporting documents. The application is processed only when these requirements are met; admissions will identify outstanding items, including a transfer card once available. Selecting No to optional media or marketing does not invalidate an application. Sign only in a role for which you have authority. Give relevant guardianship or court orders; explain an unavailable second signature without disclosing unnecessary family information.






# Fees & payment arrangements

Agreed amounts, clear due dates and a fair process for questions or payment difficulties.

## 1 4 / THE AGREED FEE SCHEDULE

Fordsburg Girls | Annual Fee Agreement and fee schedule: 2027.

The Annual Fee Agreement, payer record and dated Fordsburg Girls fee schedule form part of this contract. Together they identify tuition, enrolment, agreed optional services, the selected payment frequency, instalments, due dates and applicable published savings.

The fee payer undertakes to pay the agreed account. A sponsor or employer arrangement must name the party actually responsible; it does not silently transfer liability to another adult. Parents' separation or a private allocation of fees does not change a signatory's express obligation without the School's written agreement. No suretyship is created by this contract.

## 2 5 / PAYMENT, SERVICES AND CHANGES

Pay to the tuition account shown in this pack or on the learner's campus invoice. New learners: learner first name and surname. Existing parents: learner names / Family Code. Send proof of payment and account enquiries to accounts2@alliedschools.co.za. A debit order requires its separate mandate. Statements or account reconciliation are available on request. Report a disputed entry promptly, with reasons; undisputed amounts remain payable during review.

Aftercare, transport, excursions and other optional services need the relevant written arrangement and disclosed cost before acceptance. Annual fee changes and renewal terms must be communicated in advance, with any notice, information and choices required by law. The School may not impose a retrospective charge or undisclosed compulsory extra by changing a policy. Ordinary absence does not by itself suspend tuition fees; statutory rights and remedies for services not delivered remain available.

## 3 6 / FINANCIAL ASSESSMENT AND ARREARS

For a fee-paying adult who is employed, submit recent payslips and bank statements covering 3-6 months; a self-employed payer submits recent bank statements covering three months. Send these securely through the School's confirmed process. Access is limited to necessary financial administration. Any credit check is governed by the separate Credit assessment policy and consent (AEG-P02), applicable law and the adult's recorded authorisation.

Contact the School early about financial difficulty. It will consider a reasonable written payment-plan request and explain a refusal. Interest is zero unless a specific rate is expressly recorded in the completed fee schedule and may lawfully be charged. Recovery costs are limited to amounts lawfully recoverable or assessed; there is no automatic attorney-and-own-client cost entitlement. Arrears do not bypass the notice, remedy and learner-protection process in clause 14.






# Learning, attendance & conduct

A respectful learning community, with clear responsibilities and fair decisions.

## 1 7 / THE EDUCATIONAL PARTNERSHIP

The School will deliver its stated curriculum, assessment programme, reasonable supervision and agreed support with appropriate care and skill. It will keep families reasonably informed about progress and concerns, and discuss support needs and referrals. A specialist service, additional cost or substantial change to agreed support must be explained and agreed where required. Admission and support decisions must be fair and lawful; an identified disability is not a blanket reason for exclusion.

Parents and guardians will support learning, attend relevant meetings and supply accurate contact, custody and care information. Learners will make age-appropriate efforts, complete work honestly and seek help. The School will explain subject combinations, assessment and examination deadlines. Families must respond promptly to information requests; the School remains responsible for its own agreed and legal registration duties.

## 2 8 / ATTENDANCE AND EVERYDAY STANDARDS

Learners must attend punctually, follow the issued timetable and remain in supervised areas. Report an absence or collection change promptly through the agreed campus channel; obtain permission for planned absence and arrange suitable catch-up work. The School will follow up unexplained absence and apply its safeguarding process where necessary. Notify the School of infectious illness and relevant medical advice without disclosing unrelated health information.

Everyone must respect others' dignity, safety, beliefs and property. Bullying, harassment, discrimination, threats, violence, dangerous items, illegal substances, cheating and deliberate damage are unacceptable. Follow reasonable staff instructions and the included Conduct and Attendance, Safeguarding, Medical Care and Collection, and Digital Use, Uniform and Property policies. Learners may raise a concern respectfully or report unsafe behaviour. Uniform and device rules must be explained, applied proportionately and allow lawful accommodations.

## 3 9 / FAIR DISCIPLINE AND RAISING CONCERNS

The School will use supportive, age-appropriate measures and fair procedures. Before a serious sanction, it will explain the allegation, allow a meaningful response with suitable guardian support, consider evidence, disability or support needs and the learner's best interests, and give reasons and a review route. Urgent protective measures must be proportionate and reviewed promptly. Corporal punishment and degrading treatment are prohibited. Searches or testing occur only when lawful and with privacy, dignity and required safeguards.

Raise a concern with the relevant educator or service contact, then the principal and group complaints contact under Services and Complaints. A person need not obtain School permission to approach an education authority, regulator, ombud or court. Internal procedures do not suspend a legal deadline or remove external remedies. A good-faith complaint must not result in retaliation against a learner or family.






# Care, collection & activity risks

Practical safeguards and limited responsibilities. The learner's legal rights remain protected.

## 1 10 / HEALTH AND SAFEGUARDING

Give the School information reasonably needed for safe care, including allergies, medication, emergency contacts and any individual support plan; update it promptly. Provide the clinic card or immunisation proof required for Grades 000-3 and discuss a missing record or relevant medical circumstance with admissions. Routine medicine requires suitable labelling, written instructions and an agreed administration plan. Staff may not promise treatment outside their competence.

The School will take reasonable safeguarding precautions, supervise within its service arrangements and respond to suspected abuse, neglect, illness or injury. It may make a report or share necessary information with competent authorities when law requires or permits it. A family may also report directly. Health and safeguarding records are restricted to people who need them for care or lawful duties.

## 2 11 / COLLECTION AND EMERGENCY HELP

Use the authorised collection list and notify the campus securely of changes. The School may verify identity and seek clarification of conflicting instructions or a relevant court order. Do not leave a learner before supervision begins or collect without the agreed release procedure. If collection fails, staff will try the authorised contacts, keep the learner appropriately supervised and follow the included safeguarding process. Any late-collection charge must have been disclosed and lawfully agreed.

In an emergency, staff will seek appropriate first aid and emergency services and make reasonable efforts to reach an authorised guardian. Treatment and any consent must comply with applicable health law, including the child's own rights and capacity. This contract does not give unrestricted authority to consent to surgery or replace consent that law requires. Necessary emergency action must not be delayed solely while locating a parent. Responsibility for medical costs follows applicable law, medical-aid cover and the relevant payer arrangement.

## 3 12 / ACTIVITIES, RISK AND LIMITED INDEMNITY

Routine supervised learning, play and sport involve foreseeable risks such as accidental falls or collisions. The School will take reasonable precautions, explain relevant activities and consider disclosed restrictions. Record routine choices in the separate Activities & care permissions form. Travel, overnight or higher-risk activities and extra costs require a specific notice and permission before participation; a blank signature is not permission for every future trip.

Parents will give accurate safety information and support reasonable precautions; learners will follow age-appropriate safety instructions. To the extent law permits, a responsible signatory is answerable only for proven loss caused by their own unlawful or negligent conduct or a legally established responsibility for the learner's conduct, following a fair assessment of cause and amount. There is no blanket indemnity against all injury, death, illness or loss. No term excludes the School's negligence, unlawful conduct or liability that cannot lawfully be excluded, or waives a learner's or family's statutory rights. Ordinary personal-property risks are addressed fairly under the included property policy.






# Withdrawal, breach & refunds

Clear notice, a chance to resolve problems and transparent account reconciliation.

## 1 13 / PARENT CANCELLATION AND RENEWAL

A contracting adult may cancel on 20 business days' written or otherwise recorded notice. Section 14 of the Consumer Protection Act governs where applicable; otherwise the same period applies by agreement. Send notice to girls@alliedschool.co.za, stating the learner, campus and intended last day. Seek acknowledgement and follow up if absent. Valid cancellation needs no principal approval.

The School may charge only amounts earned up to cancellation and a lawful, reasonable cancellation charge, if justified. It must explain and itemise a proposed charge, considering the notice, services supplied, actual loss, ability to fill the place and applicable law. There is no blanket forfeiture of unused prepaid tuition or automatic full-year penalty. Keep a copy of the notice and the School's reconciliation.

A fixed-term end date, renewal proposal or continued attendance does not waive statutory duration, expiry, renewal or cancellation rights. The School must give notices and choices required by law, including applicable advance expiry information, and explain the next year's fees and renewal basis before seeking acceptance.

## 2 14 / BREACH, REMEDY AND SCHOOL TERMINATION

For material breach, including unpaid agreed fees, the School will give a recorded notice identifying the breach, amount where relevant, proposed remedy and a fair opportunity to respond. Where the Consumer Protection Act applies, cancellation for a consumer's material failure requires at least 20 business days' notice and an opportunity to remedy as the Act provides. The School adopts that minimum remedy period as its default contractual approach where the Act does not apply, subject to urgent lawful safeguarding measures.

Before termination affecting a learner, the School will consider the child's best interests, allow fair representations and consider proportionate alternatives and continuity of education. Discipline follows clause 9; a fee dispute does not justify arbitrary humiliation or punishment of the learner. Give a reasoned written outcome and review route. Any lawful urgent safety restriction must be distinguished from final termination, explained and promptly reviewed.

## 3 15 / RECONCILIATION AND SERVICE CHANGES

On departure, the School will reconcile tuition, agreed services, credits and any lawful itemised charges. It will return the resulting credit promptly, ordinarily within 30 calendar days after the account and refund destination are confirmed, unless a shorter legal period applies. Used items, genuine services already supplied or committed third-party costs are considered individually; a label such as deposit does not make every payment non-refundable. A disputed deduction must be explained.

The School will give reasonable notice of a material programme, campus or service change or closure, explain alternatives and the effect on fees, and respect cancellation and refund rights. It will cooperate with a lawful transfer and applicable records obligations. No clause permits withholding a learner's rights, records or statutory remedies merely because the parties have an account dispute.






# Privacy, notices & general terms

Necessary school administration and optional choices are explained separately.

## 1 16 / PERSONAL INFORMATION AND PERMISSIONS

The full Allied Education Group Personal Information Policy and Consent explains the operating school's role, information, purposes and lawful bases, children and special information safeguards, recipients, security, retention and rights. Necessary education, safety, account and legal processing requires an appropriate lawful basis; signing is not unlimited consent for every use.

An authorised competent person records any consent needed for a child's information. An adult fee payer records their own credit-check choice separately. Optional publicity, public images, direct marketing and parent messaging groups require the choices recorded in the dedicated forms. Refusing or withdrawing an optional permission does not by itself cancel the learner's place. Withdrawal affects future consent-based use, subject to lawful retention and practical limits explained in the policy. The School will offer a suitable route for essential notices when an optional channel is declined.

## 2 17 / COMMUNICATION AND NOTICE ADDRESSES

Contracting adult's physical address for formal notices

Contracting adult's email for recorded notices

Contact number

School contact and service address: 14 Malherbe Street, Fordsburg. Email: girls@alliedschool.co.za. Direct privacy requests to the campus, marked for the Information Officer. A party must notify the other of a contact change promptly. For joint contracting adults, record any additional notice address with the application.

Written notices may be delivered by hand, reliable post, email or another agreed recorded channel, subject to legal service requirements. Keep evidence of delivery. A message is not conclusively received merely because it was sent; follow up a delivery failure and use another reasonable channel where necessary. Operational messages and legal service are distinct, and lawful rules on receipt remain applicable.

## 3 18 / POLICY CHANGES, INTERPRETATION AND RIGHTS

The policies included in this pack explain this contract and apply to the learner's enrolment. The School may give reasonable safety instructions and update procedures lawfully after suitable notice. A policy update cannot silently impose a new fee, waive a right or fundamentally change an agreed service. Material contractual changes require appropriate notice and agreement or other lawful authority. Specific written arrangements prevail over general wording only to the extent lawful; statutory protections prevail.

This contract, accepted offer, completed fee agreement and recorded policies form the agreement. Retain written agreed variations. Delayed enforcement is not a permanent waiver. If a term is unenforceable, the remaining lawful terms continue where reasonably separable. South African law applies; lawful complaints and remedies remain available. A transfer of the service must comply with law, give appropriate notice and protect educational and privacy rights. The family and fee payer will receive a complete accepted copy.






# Fee payer & account details

Complete for the individual, company or trust responsible for the account.

## 1 PAYER IDENTITY & AUTHORISED REPRESENTATIVE

Payer type

Relationship to learner

Share of fees / responsibility

Full legal name / registered company or trust name

ID / passport / registration number

Authorised representative, if applicable

Representative's ID / passport

VAT number, if applicable

## 2 ADDRESSES & ACCOUNT COMMUNICATION

Residential / registered address and postal code

Billing / postal address and postal code

Email for invoices, statements & notices

Mobile number

Alternative telephone

## 3 EMPLOYMENT & ACCOUNT CONFIRMATION

Employment status

Occupation / activity

Employer / business name

Work / business address

Work telephone

Additional payer's name, if fees are shared

Agreed share / separate payer form attached

☐ Employed: recent payslips attached

☐ Bank statements attached: employed 3-6 months; self-employed 3 months

Payer / representative's printed name

Signature confirming these details

Date

For a company or trust, attach authority for the representative to sign. Complete a separate payer page for each additional fee payer.






# Annual fee agreement

Fordsburg Girls | 2027 fees and the payer's selected payment arrangement.

## 1 SCHOOL FEES FORMING PART OF THIS CONTRACT

The Fordsburg Girls 2027 fee schedule included in this pack forms part of this agreement. The tuition amount is the published rate for the learner's age or grade. All amounts are in South African rand.

| Charge | Amount | Basis |
|---|---|---|
| New-learner enrolment | R 2 200 | On approval, with one month's tuition. |
| Annual re-registration | R 200 | Existing learners. |

## 2 SELECT YOUR PAYMENT ARRANGEMENT

Learner grade / age group

Payment plan

Proposed first payment date

☐ Aftercare requested - complete the service form

☐ Transport requested - complete the service form

Monthly tuition is payable in advance on the 1st. Payments begin in December 2026 and the annual fees must be settled by 1 November 2027. The published schedule has 12 instalments for the listed grades except Grade 12, which has 10.

Sibling saving: 5% for the second child of the same family. A once-off advance payment of 12 months' fees qualifies for the published 10% saving. Combination of discounts and Grade 12 eligibility are subject to the published fee schedule and a written finance confirmation.

## 3 FEE PAYER'S UNDERTAKING

I accept the published tuition for the learner's selected age or grade, the applicable enrolment or re-registration fee, and the payment dates above. Optional services are chargeable only under their separate agreed arrangements. Cancellation, notice, refund and dispute rights are set out in clauses 13-15 of the enrolment contract.

Payment references: New learners: learner first name and surname. Existing parents: learner names / Family Code.

Proof of payment and account enquiries: accounts2@alliedschools.co.za.

Fee payer / representative's full name

Fee payer / representative's signature

Date






# Payment arrangements

Fordsburg Girls | Your payment method and account reference.

## 1 TUITION PAYMENT DETAILS

| Banking detail | Tuition account |
|---|---|
| **Account holder** | ALLIED SCHOOL (PTY) LTD GIRLS |
| **Bank** | FNB |
| **Account number** | 62920325801 |
| **Branch code** | 250805 |
| **Payment references** | New learners: learner first name and surname.<br>Existing parents: learner names / Family Code. |

## 2 PAYER'S PAYMENT METHOD

Selected payment method

Family Code, if already allocated

Allied is a cash-free school. A debit order requires a separate mandate. This page records the payer's selection and does not authorise a debit or a credit enquiry.

Fee payer's full name

Fee payer's signature

Date

## 3 FINANCIAL RECORDS AND CREDIT ASSESSMENT

Employed fee payers attach recent payslips and 3-6 months of bank statements. Self-employed fee payers attach recent bank statements covering 3 months. Credit assessment and its separate authorisation are explained in AEG-P02.

Proof of payment and account enquiries: accounts2@alliedschools.co.za. Telephone / WhatsApp: +27 75 986 8131.






# Policy record & acceptance

Confirm the supplied documents. Relevant adults sign in their own roles.

## 1 19 / INCLUDED POLICIES AND SPECIFIC ARRANGEMENTS

The included policy set comprises C01 Enrolment Contract, payer details and Annual Fee Agreement; P01 Personal Information Policy and Consent; P02 Credit Assessment, Consent and Limited Indemnity; P03 Conduct and Attendance; P04 Safeguarding, Medical Care and Collection; P05 Digital Use, Uniform and Property; and P06 Services and Complaints. The applicable 2027 campus fee schedule and optional service and activity forms are included in this pack.

I received the complete pack and could ask questions. I understand my role, the agreed fee arrangement, cancellation process, fair breach procedure and limited risk terms. My information and signing authority are accurate. I accept the applicable obligations; optional consents remain the choices recorded. I will report relevant changes. The learner's acknowledgement is age appropriate and does not make a child liable for the adult's school account.

## 2 20 / GUARDIAN, FEE PAYER AND LEARNER SIGNATURES

| | | |
|---|---|---|
| Guardian 1 printed name | Guardian 1 signature | Date |
| Guardian 2, if applicable | Guardian 2 signature | Date |
| Adult payer printed name | Adult fee payer signature | Date |
| Learner name, if appropriate | Learner signature | Date |
| Witness name, if used | Witness signature | Date |

## 3 21 / SCHOOL ACCEPTANCE

The school communicates its admissions decision and confirmed placement in writing after reviewing the completed application. Application receipt alone does not confirm a place. The written acceptance identifies the learner, campus, grade, start date and any agreed conditions.




ALLIED EDUCATION GROUP | AEG-P01 | PART 1 OF 4

# Personal information policy

Who handles your information, what we collect and why it is needed.

## 1 / SCOPE, SCHOOL IDENTITY & ACCOUNTABILITY

This policy applies to admissions, enrolment and family relationships across Allied Education Group's participating Allied Schools campuses. It covers learners, applicants, parents, legal guardians, account holders, emergency contacts and authorised collectors. For this application your school is Allied Schools - Fordsburg Girls. Authorised Group administration supports the school's admissions, education, care and account functions.

Allied Education Group | Allied Schools - Fordsburg Girls
14 Malherbe Street, Fordsburg
EMIS: 700401223
Email: girls@alliedschool.co.za | Mobile / WhatsApp: +27 75 986 8131

Privacy requests: email girls@alliedschool.co.za with the subject "Information Officer - privacy request", or deliver the request to the campus office. The campus directs the request to the responsible Information Officer. Identity and authority are verified where required before information is released.

## 2 / INFORMATION COVERED

We collect relevant identity and contact details; dates of birth and photographs; family, guardianship and collection arrangements; education history, reports, subject selections, attendance and learning-support records; health, immunisation, allergy and emergency-care information; correspondence, permissions and signatures. Account administration includes the adult payer's employment or business details, income evidence, bank statements, payment instructions, account history and authorised credit-check results. We ask only for information reasonably needed for the stated purpose. A request for additional sensitive information must explain its purpose and lawful basis.

## 3 / SOURCES & FAIR COLLECTION

Information is normally supplied by the individual or the learner's competent parent / legal guardian. With the appropriate authority or another lawful basis, relevant facts may be checked with previous schools, examining bodies, healthcare or support professionals, employers, banks, registered credit bureaux, courts and public authorities. School systems also create education and account records. Where information comes from another source, we explain that source and use when required. Tell contacts whose details you provide about this policy and provide details only where you are entitled to do so.

> Policy reference AEG-P01. Read all four parts. Separate credit-check authority is recorded under AEG-P02.






# Lawful use & responsible sharing

Specific school purposes, extra protection for children and controlled disclosure.

## 1 4 / PURPOSES & LAWFUL GROUNDS

We use relevant information to evaluate an application; verify identity and authority; communicate the outcome; conclude and administer the enrolment agreement; teach, assess and support the learner; manage attendance, safeguarding, medical response and collection; provide agreed services; invoice and manage accounts; address enquiries and complaints; meet lawful reporting duties; and establish or defend legal rights. Financial evidence supports a confidential assessment of the adult fee payer's proposed arrangement, not an assessment of a child's character.

For adults, processing may rely on informed consent, steps to conclude or perform a contract, a legal obligation, protection of the individual's legitimate interests or another ground permitted by POPIA. Legitimate-interest processing must remain necessary, proportionate and open to a lawful objection. We identify the basis appropriate to the actual use. Signing this pack does not authorise unrelated uses or override the additional rules for children and special personal information.

## 2 5 / CHILDREN & SPECIAL PERSONAL INFORMATION

A competent person must give prior, informed permission for the stated processing of a minor's information unless another authorisation under section 35 of POPIA applies. The signing person records their relationship and legal authority; the school may ask for supporting evidence. A learner aged 18 or older makes their own privacy choices. A parent's financial obligations and lawful emergency responsibilities remain separate.

Health, disability, religious or other special personal information receives additional protection. We process it only with the relevant consent or another applicable legal authorisation, for a stated need such as safe care, accommodation or a legal duty. Access is limited to people who need the relevant information. No health record, religious detail or child's data forms part of a parent's credit enquiry. Detailed care instructions and emergency-treatment authority remain on the medical forms.

## 3 6 / RECIPIENTS, GROUP ACCESS & OPERATORS

Relevant records are accessible to authorised campus and Group admissions, teaching, care, management and finance staff. Necessary information may reach contracted administration, payment, IT, hosting, records, communication or professional-support providers; health or emergency services; and education, examination, regulatory or law-enforcement authorities where legally required or permitted. Previous or receiving schools receive only relevant records on a lawful basis. Credit bureaux are addressed in AEG-P02.

Group access is based on a defined function and need to know. Service providers acting as operators must follow written instructions, confidentiality and appropriate security duties; they may not use school records for their own advertising. Independent professionals and authorities carry their own legal duties. We do not sell family information. Public images, marketing and optional parent groups require the separate choices in Part 4.

## 4 7 / SERVICES OUTSIDE SOUTH AFRICA

Before access from or storage in another country, we assess the recipient and safeguards. Transfers must meet POPIA's cross-border conditions, including adequate protection through law or a binding agreement, or another permitted basis. Additional requirements for children's or special information, including prior regulatory authorisation where required, must be met. Ask the Information Officer for relevant countries, providers and safeguards.






# Security, retention & your rights

Practical safeguards, fair retention and a clear route for privacy requests.

## 1 8 / SECURITY & INCIDENT RESPONSE

The school applies reasonable technical and organisational safeguards, including controlled access, staff confidentiality, secure paper storage, protected digital accounts and secure transfer and disposal. Safeguards are reviewed as risks change. Operators must report suspected compromise promptly. The school contains and remedies incidents and notifies the Information Regulator and affected individuals when and as required by POPIA. Consent does not release these duties.

## 2 9 / RETENTION, RESTRICTION & DISPOSAL

Records are kept only as long as needed for their stated purpose, unless a law, enforceable contractual duty or another permitted basis justifies longer retention. Education, safeguarding, accounting, consent and dispute records can have different periods. A specific legal hold delays disposal of the affected record; it does not permit unrelated use. Unsuccessful applications and credit evidence are reviewed when their purpose ends. Ask the Information Officer for the applicable retention period or criterion.

When retention is no longer justified, we securely destroy, delete or irreversibly de-identify the information. Where POPIA requires restricted processing, disputed or protected records are restricted while the relevant issue is resolved. Withdrawal of consent does not require destruction of a record that must lawfully be retained, but does stop future consent-based use where no other lawful basis applies. This policy creates no indefinite or unconditional consent.

## 3 10 / ACCESS, CORRECTION, OBJECTION & WITHDRAWAL

After identity and authority checks, you may ask whether we hold your information and request access; seek correction or deletion of inaccurate, irrelevant, excessive, outdated, incomplete, misleading or unlawfully obtained information; and request destruction where retention is no longer authorised. You may object where POPIA permits, withdraw consent for future use and stop marketing. Earlier lawful processing remains valid. Another person's privacy or a legal restriction may limit access; we explain a lawful refusal and available remedies.

Send requests to Part 1's Information Officer. The school assists with forms and accessible submission, including email or office delivery. Objections and correction / deletion requests are free through the channels allowed by the POPIA Regulations. Any lawful access or reproduction fee is explained in advance. We communicate outcomes within applicable legal timeframes.

## 4 11 / DECISIONS, COMPLAINTS & CHANGES

A significant admissions or payment decision must not rely solely on an automated score without POPIA's required protections. Ask a responsible staff member to review information, hear corrections and explain the decision. Raise a concern with the Information Officer or complain directly to the Information Regulator: inforegulator.org.za; enquiries@inforegulator.org.za; 010 023 5200. Its website provides current forms and the complaint portal.

We explain why requested information is necessary and the effect of not providing it. An incomplete mandatory record may prevent assessment or safe provision of a service; refusal of optional media or marketing permission does not block an application. Material policy changes are communicated before a new use. A new purpose is assessed for compatibility and, where needed, fresh consent. Operational notices remain separate. Marketing messages must identify the sender and offer a practical stop option. Keep a copy of the policy and your choices.




ALLIED EDUCATION GROUP | AEG-P01 | PART 4 OF 4

# Personal information consent record

Complete after reading the policy. Choose separately for every optional purpose.

## 1 12 / LEARNER, AUTHORITY & SCHOOL PROCESSING

Learner full name

Learner grade / age group

Parent / legal guardian or adult learner full name

Relationship / legal authority

I have read Parts 1-4. For a minor, I confirm my legal authority and give the permission recorded below for the stated learner processing, including relevant health / support information for education, accommodation, care and safety. A learner aged 18 or older signs for their own information. Other lawful grounds are explained in Part 2.

Permission for the stated learner processing

☐ Yes ☐ No

Authority document / restriction, if relevant

A No requires discussion of necessary records and lawful authority before processing. This record does not authorise credit enquiries; the payer signs AEG-P02 separately.

## 2 13 / OPTIONAL PUBLICITY & CONTACT CHOICES

Choose Yes or No; blank means no permission. Optional refusals do not affect admission. Necessary internal school records remain separate. Public material can be copied by others; later withdrawal cannot recover copies already lawfully distributed.

Learner images in school / parent newsletters

☐ Yes ☐ No

Learner photos on official website / social media

☐ Yes ☐ No

Public video / audio / event livestreams

☐ Yes ☐ No

Optional school parent WhatsApp groups

☐ Yes ☐ No

Groups expose your phone number / profile to members; essential notices have another channel. Marketing below concerns Group education, admissions, events and school services, excluding third-party advertising.

Optional Allied Group marketing

☐ Yes ☐ No

If Yes: chosen channel(s): email / SMS / WhatsApp

Restrictions / contact email or mobile for choices and withdrawal

## 3 14 / SIGN & RETAIN YOUR COPY

Competent parent / guardian OR adult learner signature

Date




ALLIED EDUCATION GROUP | AEG-P02 | PART 1 OF 2

# Credit & financial assessment policy

A defined adult-payer assessment, confidential evidence and fair review.

## 1 / PURPOSE, PEOPLE & SCOPE

Allied Education Group and the school operating entity identified in the enrolment agreement may assess an adult account holder's proposed fee-payment arrangement. Relevant income evidence, account history and a specifically authorised credit enquiry help the finance office consider ability to meet the stated fees and discuss a suitable arrangement. This is an adult-payer assessment, not a credit check on a learner. A company or other organisation supplies its own authority and financial evidence. A representative's signature does not authorise a personal enquiry on every director, partner or guardian.

## 2 / EVIDENCE & APPROPRIATE VERIFICATION

An employed fee payer submits recent payslips and bank statements covering 3-6 months, as specified for the assessment. A self-employed fee payer submits recent bank statements covering 3 months. The office records the period required and any agreed explanation or alternative evidence. Identity and home / work address evidence must match the payer where applicable. Keep financial documents confidential and submit them directly to admissions / finance through the school's designated channel, never a public parent group.

Verification is limited to relevant identity, employment, income, business or account facts. It may involve an authorised verification supplier, employer, bank or registered credit bureau, using the required authority and lawful process. The school does not request passwords, PINs or unrestricted access to banking. Health, religion, race and a child's records must not be supplied for an adult credit assessment.

## 3 / SPECIFIC AUTHORITY BEFORE ANY ENQUIRY

Before requesting a report, finance supplies a written notice identifying the school entity, named registered bureau / supplier and precise purpose. The account holder reads it with Part 2 and gives specific signed authority before enquiry. The purpose must comply with applicable credit law and bureau rules; consent cannot authorise a prohibited enquiry. Authority ends when the assessment is completed or consent is withdrawn, subject to an independent lawful duty. A later assessment or different use requires fresh authority unless another lawful basis is explained. This permits neither perpetual searches nor marketing.

If the payer records No, no consent-based enquiry may be made. Finance explains what can be assessed from the documents provided, whether an alternative arrangement is available and any resulting effect on the proposed payment terms. No blank choice is treated as consent. Credit consent does not itself create a loan, debit-order mandate, suretyship, joint liability or confirmed school place.

## 4 / CONFIDENTIALITY, DECISIONS & YOUR RIGHTS

Only authorised admissions / finance decision-makers and necessary contracted providers may see relevant financial information. Records must be protected and retained only for a justified assessment, account, legal or dispute purpose under AEG-P01. There is no permission to sell reports or share them with unrelated parties. Ask which bureau was used, request the relevant information lawfully held, seek correction and ask a staff member to review an adverse assessment or disputed data.

You may obtain your credit record, dispute bureau errors without a dispute fee and escalate an unresolved complaint to the National Credit Regulator at ncr.org.za. A score does not replace fair review. Any lawful payment or adverse reporting must meet applicable accuracy, authority, notice and dispute requirements. Consent is not blanket authority to blacklist. Part 2 preserves statutory protections and the school's duties.




ALLIED EDUCATION GROUP | AEG-P02 | PART 2 OF 2

# Credit consent & indemnity

Adult fee-payer information, credit-assessment choice and limited indemnity.

## 1 5 / ASSESSMENT PURPOSE AND SCHOOL CONTACT

School: Allied Schools - Fordsburg Girls, Allied Education Group.
Purpose: confidential assessment of the adult fee payer's proposed tuition-payment arrangement.
Accounts contact: accounts2@alliedschools.co.za

A credit-bureau enquiry requires prior disclosure of the named registered bureau or verification supplier and the specific enquiry to the account holder. The Yes choice below applies only after that disclosure and the account holder's specific signed authority. It does not authorise an unidentified supplier, a new purpose or a later repeat search.

## 2 6 / ADULT ACCOUNT HOLDER & DECISION

Account holder's full legal name / organisation

ID / passport / registration no.

Residential / business address

Date of birth (individual)

Mobile number

Email address

I authorise this enquiry

☐ Yes ☐ No

I have read AEG-P01 and AEG-P02. If Yes, I authorise this entity and supplier to obtain and use relevant credit / verification information for this assessment. I may withdraw future enquiry consent through the Information Officer. Earlier lawful processing and justified retention remain valid. If No, discuss alternatives with finance; signature alone authorises no enquiry.

Account holder / authorised representative signature

Date

## 3 7 / IMPORTANT: LIMITED INDEMNITY & ACCURACY

I confirm accuracy to the best of my knowledge and will correct material errors. To the extent lawful, I indemnify the school only for direct, reasonable loss it proves my own fraud or wilfully false assessment information caused. Disputes require fair process; no automatic debit or unproved charge is authorised.

This excludes the Group's, school's, staff's and suppliers' negligence, gross negligence, unlawful processing, unauthorised disclosure or failure of security / legal duties. It excludes independent third-party errors and preserves children's rights, POPIA, consumer and credit protections, correction and dispute rights.

Separate acknowledgement of clause 7 - account holder signature

Date




ALLIED EDUCATION GROUP | AEG-P03

# Conduct and attendance policy

A safe, respectful school community and consistent participation in learning.

## 1 / ATTENDANCE, PUNCTUALITY AND FOLLOW-UP

Allied Education Group expects learners to attend their confirmed programme punctually and remain under the agreed supervision until authorised departure. Parents must notify the campus office of an absence, reason and expected duration before the school day starts, or as soon as possible in an emergency. The campus records attendance and lateness daily, checks unexplained absence with the parent and escalates a learner whose whereabouts are unknown to the campus lead immediately. Repeated absence or lateness triggers a family meeting and a recorded support plan. A parent must arrange missed work with the teacher. Early departure requires office approval and the collection checks in the safeguarding policy; a learner may not leave simply because a message was sent.

## 2 / LEARNING, HOMEWORK AND ASSESSMENT

Teachers explain age-appropriate class routines, homework, assessment requirements and deadlines. Learners bring the materials on the issued campus list, participate respectfully and submit their own work. Parents provide reasonable support and notify the teacher promptly of illness, access difficulties or a learning need affecting completion. The teacher records agreed extensions or support and explains how missed assessments will be addressed. Cheating, impersonation, copying and presenting another person's or an AI system's work as one's own are prohibited. Concerns are investigated with the learner before an academic consequence is decided. Support needs and reasonable accommodations must be considered; a concern is not treated as proof of dishonesty.

## 3 / RESPECT, SAFETY AND ANTI-BULLYING

Violence, threats, harassment, discrimination, sexual misconduct, bullying, cyberbullying, degrading initiation, theft and dangerous or unlawful items are prohibited. Learners and families report incidents to a teacher or the campus lead promptly; anyone may approach the Group directly if the concern involves that lead. Staff first protect those at risk, preserve relevant evidence and record the report. The campus lead arranges a fair investigation, support and proportionate protective measures, sharing information only with those who need it. Retaliation for reporting or seeking help is prohibited. A safeguarding concern must also follow the statutory reporting procedure and is not settled through an informal apology alone.

## 4 / FAIR DISCIPLINE AND REVIEW

Discipline teaches accountability and protects learning. Responses may include explanation, restorative work, family engagement and an individual behaviour plan. No corporal punishment, humiliation, abusive treatment or deprivation of basic care is permitted. Before a serious sanction, the family receives the allegation, a meaningful opportunity to respond and assistance appropriate to the learner's age and needs. An impartial decision-maker records the evidence, reasons and proportionate outcome. Any temporary safety measure is reviewed promptly and educational access is considered. There is no automatic expulsion. The family may request review by the Group through the complaints procedure; contractual termination and legal rights remain subject to applicable law.




ALLIED EDUCATION GROUP | AEG-P04

# Safeguarding, medical care and collection

Clear reporting, individual care plans and a verified handover for every learner.

## 1 / PROTECTING CHILDREN AND REPORTING CONCERNS

Allied Education Group places the learner's safety and best interests at the centre of care. Report suspected abuse, neglect, exploitation, unsafe conduct or a missing learner immediately to the campus lead; concerns about that person go directly to the Group. A staff member listens without promising secrecy, records the learner's own words and avoids leading questions or an informal investigation that could compromise protection. The lead secures immediate safety and preserves the record. Staff must make any report required by law to the relevant child-protection authority or police; internal reporting never replaces that duty or requires management or parental permission. Information is restricted to those supporting protection and lawful investigation.

## 2 / HEALTH INFORMATION, ILLNESS AND MEDICATION

Parents provide current emergency contacts, allergies, medical conditions, immunisation information and any individual support or emergency plan, and report changes promptly. The campus lead agrees practical care instructions and shares necessary precautions with responsible staff. A sick learner remains supervised while the family is contacted; staff seek urgent medical assistance when needed. Medicine must arrive in its labelled original container with written parent instructions stating the learner, medicine, dose, time and relevant clinician directions. The campus records receipt, secure storage and each administration; trained staff follow the agreed plan. Learners may carry essential emergency medication only under a documented arrangement. Staff do not improvise doses, share medicines or administer an unlabelled medicine.

## 3 / EMERGENCIES AND ACTIVITY-SPECIFIC CONSENT

In an emergency, staff give assistance within their competence, summon qualified help, contact the parent and emergency contacts, and provide relevant medical information to the treating practitioner. The campus records the incident, actions and contacts. A parent authorises reasonable arrangements to obtain urgent assessment and transport; treatment consent remains governed by law and the treating practitioner's responsibilities. This policy does not delegate blanket authority to school staff to consent to surgery. The parent is informed as soon as reasonably possible and receives a follow-up record. Off-site travel, overnight activities or activities involving unusual risk or extra cost require a separate notice and specific permission, with care needs checked before participation.

## 4 / COLLECTION, RESTRICTIONS AND UNCOLLECTED LEARNERS

Parents list authorised collectors and supply enforceable custody or collection restrictions. Changes must reach the office through a verified parent contact before handover. Staff check an unfamiliar collector's identity against the record, log departure and refuse an unverified or unsafe handover while contacting the parent and campus lead. Older learners leave independently only under a written arrangement. If a child is uncollected, staff contact the parent and at least two listed emergency contacts, inform the lead and maintain protected supervision in a safe designated area. If nobody can be reached or safety is threatened, the lead contacts the appropriate protection or emergency authority. A learner is never abandoned, sent away alone or handed to an unauthorised person.




ALLIED EDUCATION GROUP | AEG-P05

# Digital use, uniform and property policy

Responsible technology use, practical dress standards and respect for shared resources.

## 1 / APPROVED LEARNING TOOLS AND HONEST WORK

Allied Education Group permits devices, platforms and online activities approved for the learner's age, programme and lesson. The teacher explains permitted use, supervision and any activity-specific restrictions. A learner may use a personal device at school only under the campus arrangement and must keep it safely stored when not required. Families discuss accessibility or connectivity difficulties with the teacher so that a practical alternative can be agreed. Learners submit authentic work, acknowledge sources and follow the assessment instructions for calculators, collaboration and AI tools. AI-generated material may be used only where the teacher permits it, with the required disclosure; it may not replace the learner's own assessed work or fabricate sources.

## 2 / ONLINE SAFETY, PRIVACY AND INCIDENT RESPONSE

Keep passwords private, use only assigned accounts and report a lost device, suspicious message, exposed password or harmful content promptly. Do not access another person's account, bypass security, install unauthorised software or use school systems for unlawful activity. Cyberbullying, harassment and sharing sexual, discriminatory or threatening content are prohibited. Learners must not record or publish identifiable classmates or staff without appropriate permission. Staff secure the affected account or device, preserve relevant evidence and refer safety concerns to the campus lead. Review of school systems is limited to legitimate education, security or safeguarding purposes, with proportionate access and handling under the privacy policy. This policy creates no unrestricted right to search personal accounts or secretly monitor families.

## 3 / UNIFORM, APPEARANCE AND ACCOMMODATIONS

The campus issues the applicable uniform, footwear, sportswear and equipment list before families must purchase items. Parents label belongings clearly and send clothing suitable for the day's programme and weather. Learners wear the issued uniform appropriately and follow reasonable hygiene and safety requirements. The campus considers religious, cultural, disability, medical, sensory and financial circumstances when a family requests an accommodation; the lead records the agreed adjustment and informs relevant staff discreetly. Families may raise an objection through the complaints procedure. A dress concern is addressed respectfully with the learner and family, without public humiliation, discriminatory treatment or an arbitrary demand for an item absent from the issued list.

## 4 / CARE, LOSS, DAMAGE AND TEMPORARY CUSTODY

Learners care for school resources and other people's belongings and report loss or damage promptly. Staff log found items, store them safely and offer a reasonable opportunity for identification and collection before the campus communicates a disposal or donation date. The campus records any device or item temporarily held for a lawful safety or conduct reason, explains the return arrangement and protects it while in custody. A family is not automatically liable for every loss. Before requesting a replacement or repair contribution, the school establishes responsibility, considers the family's response and provides evidence of the reasonable actual cost and the applicable agreement. No payment request waives responsibility for loss caused by the school's own unlawful conduct or negligence.




ALLIED EDUCATION GROUP | AEG-P06

# Services and complaints policy

Confirmed optional services, safe handovers and a clear route for resolving concerns.

## 1 / WRITTEN SERVICE CONFIRMATION AND CHANGES

Allied Education Group offers aftercare or transport only where the campus confirms availability in writing. An application alone does not reserve a place. Before service starts, the family and school record the provider, days, start date, operating times, collection or route arrangements, fees, payment dates and any notice or cancellation terms in the service schedule. The family receives a copy. Additional charges or changes to the agreed service must be clearly explained and agreed where required; this policy creates no fixed late-collection penalty. Parents notify the office of an absence or changed arrangement before the relevant session or departure. Staff verify a message through a recorded parent contact when it changes responsibility for a learner.

## 2 / AFTERCARE ATTENDANCE AND DAILY CARE

Aftercare staff check each booked learner into the session against the school handover register and investigate an unexpected absence immediately with the school office and parent. Attendance and authorised collection are recorded each day. Staff provide the confirmed programme, age-appropriate supervision, rest and agreed homework support; homework assistance does not guarantee completion or assessment outcomes. Parents supply the agreed meals, labelled belongings, dietary restrictions and current care instructions. Staff follow allergy precautions, medication plans and safeguarding procedures. Only authorised persons collect learners, with identity checks where necessary. Delayed collection triggers parent and emergency-contact calls and continued safe supervision under the collection policy; a learner is never left unattended when the service closes.

## 3 / TRANSPORT SAFETY AND HANDOVER

Before a school-arranged service begins, the campus records the operator and checks the applicable driver licence, professional driving permit where required, vehicle fitness and other required authorisations. Families receive the confirmed pickup point, times, route contacts and handover arrangements. The driver or attendant records learners boarding and leaving, checks the vehicle after the route and reports a missing learner, delay, incident or unsafe condition to the campus immediately. Learners follow safety instructions and use provided restraints. No unauthorised route, stop or collector change is accepted from the learner alone. The school and parent agree responsibility at each handover; staff do not release a child where the agreed receiving adult is absent. A privately arranged operator remains identified separately from a school-arranged service.

## 4 / COMPLAINTS, ESCALATION AND EXTERNAL RIGHTS

Raise an ordinary learning or service concern with the responsible teacher or service coordinator, then the campus lead if unresolved. Send a concern involving the lead, or a requested review, to Allied Education Group at info@alliedschools.co.za with the learner, campus, facts and requested outcome. The Group aims to acknowledge within two business days and provide a written response within ten business days; if investigation takes longer, it gives an update and revised response date. A person not involved in the disputed decision reviews an escalation where practicable. Records are kept securely and retaliation is prohibited. Urgent safety concerns receive immediate attention. Families may contact police, child-protection authorities, education authorities, the Information Regulator or another competent body at any time; internal steps never require permission or remove external rights.




ALLIED EDUCATION GROUP | ACTIVITY PERMISSIONS

# Activities & care permissions

Practical permissions for everyday school life and urgent situations.

## 1 ROUTINE SCHOOL ACTIVITIES

Learner full name

Learner grade / age group

The school will explain the activities offered and consider relevant care or support information. Record your choices below. Travel, overnight activities, activities with unusual risks or additional costs require a separate notice and specific permission before participation.

Routine on-campus sport / movement

☐ Yes ☐ No

Routine on-campus clubs / cultural activities

☐ Yes ☐ No

Supervised swimming, where offered

☐ Yes ☐ No

Swimming ability

Activity restrictions, support needs or relevant cultural considerations

## 2 LEARNING SUPPORT & SCHOOL RECORDS

The school may discuss the learner's educational needs with the family. Specialist assessment, therapy or a new support service should be discussed and separately agreed with the parent / legal guardian before referral.

School may request relevant prior school records

☐ Yes ☐ No

Please contact me about learning support

☐ Yes ☐ No

## 3 URGENT MEDICAL CARE & MEDICINES

Emergency care authority is recorded in Medical & emergency care. The school will use that record and the supplied care plan. Tell the school promptly about changes or an activity-specific precaution.

Routine medicine at school requires a separate written instruction or care plan, suitable labelling and agreement with the school. This page does not replace the detailed medical information or any individual emergency plan in this pack.

☐ Individual care / medicine plan required

☐ Current written plan supplied

Parent / legal guardian full name

Parent / legal guardian signature

Date

> These permissions do not waive the learner's or family's legal rights. Notify the school promptly when care needs or choices change.




OPTIONAL SERVICES | 16

# Aftercare application

Fordsburg Girls | 2027. Care, support and safe collection after the school day

## 1 LEARNER AND PARENT / GUARDIAN

Learner full name

Grade / age group

Parent / guardian full name

Parent / guardian mobile number

## 2 ATTENDANCE AND CARE PREFERENCES

Select every day requested. The school will confirm the available programme and collection arrangements.

- ☐ Monday
- ☐ Tuesday
- ☐ Wednesday
- ☐ Thursday
- ☐ Friday

Requested start date

Expected collection time

Homework support requested?

☐ Yes ☐ No

Dietary requirements, food allergies and meal arrangements

Care, medication or support instructions relevant to aftercare

## 3 EMERGENCY CONTACT AND PARENT ACKNOWLEDGEMENT

Emergency contact full name

Relationship to learner

Mobile number

I request aftercare on the days indicated, subject to availability and the school's confirmed hours and fees. I will arrange punctual collection, keep contact and medical details current, and notify the school of changes. Authorised collectors are recorded in Transport and collection.

Parent / guardian name

Parent / guardian signature

Date

Aftercare is optional and subject to availability. The aftercare programme runs from 14:30 to 17:30 during school terms. Requested days and the parent's expected collection time are recorded above; the published aftercare charge appears in this pack.




OPTIONAL SERVICES | 17

# Transport and collection

Fordsburg Girls | 2027. Route requests and the people authorised to collect your child

## 1 LEARNER AND REQUESTED JOURNEY

Learner full name

Grade / age group

Requested pick-up address / meeting point

Requested drop-off address / meeting point

Route / area requested

Requested start date

Journey requested

## 2 TRANSPORT PROVIDER AND AUTHORISED COLLECTORS

For privately or family-arranged transport, record the provider details you know. List up to three people authorised to collect the learner, including the regular driver where applicable.

Transport provider / parent arrangement

Driver full name

Driver mobile number

Vehicle make, model and colour

Vehicle registration

Usual collection time

| Authorised person's full name | Relationship | Mobile number | ID / passport number |
|---|---|---|---|
| | | | |
| | | | |
| | | | |

## 3 COLLECTION AUTHORISATION

I authorise the people listed above to collect the learner, subject to the school's identity checks and collection procedures. I will give the school updated written instructions when arrangements change and disclose relevant collection restrictions. A transport request is subject to route, capacity and fee confirmation.

Parent / guardian full name

Parent / guardian signature

Date

Keep the school informed of court orders or access restrictions. A school-arranged transport service requires a separate written route, timetable, handover arrangement and fee confirmation before the service starts.




ALLIED SCHOOLS | APPROVED UNIFORM LIST

# Uniform price list | 2027

Allied school uniform and accessories. All amounts are in South African rand.

## 1 SCHOOL UNIFORM AND ACCESSORIES

| Uniform item | Unit price |
|---|---|
| Golf shirt | R 280 |
| Tunic dress | R 480 |
| Tracksuit | R 650 |
| School shirt - white | R 250 |
| School sports shorts - navy blue | R 100 |
| Sports trousers | R 200 |
| Pullover - plain navy blue | R 280 |
| Jersey - plain navy blue | R 300 |
| Drymac | R 350 |
| Blazer | R 800 |
| Beanie with school logo | R 80 |
| Sun hat - plain navy blue | R 100 |
| Tie | R 100 |
| School badge | R 50 |

Confirm size, fit, colour and phase requirements before buying. Grey trousers, shorts and socks, shoes, matric jackets and scarves / gloves are mentioned in the uniform policy but are not priced in this list.

## 2 UNIFORM PAYMENTS ONLY

FNB | Account: 62940745922
Account holder: UNIFORMS@KAYAGA SHAMIM
New learners: learner first name and surname.
Existing parents: learner names / Family Code.
Proof of payment and account enquiries: accounts2@alliedschools.co.za
Uniform supplier WhatsApp: 073 802 9461

This is the uniform supplier account. Keep school tuition payments separate.

> Uniform prices for 2027. Size ranges, stock and exchange arrangements are confirmed by the school or supplier.




ALLIED SCHOOLS | SIZE & QUANTITY RECORD

# Uniform fitting & order request | 2027

Fordsburg Girls | 2027. Complete the learner details, sizes and quantities, then confirm availability before ordering.

## 1 LEARNER AND CAMPUS

| Learner full name | Grade / age | Parent contact |
|---|---|---|
| | | |

## 2 FITTING AND QUANTITY REQUEST

| Uniform item | Size | Qty | Unit price | Line total (R) |
|---|---|---|---|---|
| Golf shirt | | | R 280 | |
| Tunic dress | | | R 480 | |
| Tracksuit | | | R 650 | |
| School shirt - white | | | R 250 | |
| School sports shorts - navy blue | | | R 100 | |
| Sports trousers | | | R 200 | |
| Pullover - plain navy blue | | | R 280 | |
| Jersey - plain navy blue | | | R 300 | |
| Drymac | | | R 350 | |
| Blazer | | | R 800 | |
| Beanie with school logo | | | R 80 | |
| Sun hat - plain navy blue | | | R 100 | |
| Tie | | | R 100 | |
| School badge | | | R 50 | |

## 3 PARENT REQUEST AND ORDER CONFIRMATION

I request the items and quantities recorded. The supplier confirms stock, fit, additional items and the total before accepting an order. Blank quantities mean no item requested. Line totals are completed and checked manually.

| Parent / guardian name | Parent / guardian signature | Date | Order total (R) |
|---|---|---|---|
| | | | |




ALLIED SCHOOLS | UNIFORM VISUAL GUIDE

# Uniform guide | Schoolwear

Formal uniform and the checked tunic. Refer to the uniform price list for item prices.




## CHECKED SCHOOL TUNIC

Navy and white checked fabric, a navy collar and cuffs, navy buttons, a matching belt and the Allied crest on the chest.



Formal schoolwear includes the navy blazer, white shirt, striped tie and grey trousers shown above. Grey formal trousers, footwear, belt and socks are separate items; their prices are not included in the uniform price table.




ALLIED SCHOOLS | UNIFORM VISUAL GUIDE

# Uniform guide | Polo & trousers

The Allied polo with navy shorts, skort or sports trousers.




## NAVY POLO & SPORTSWEAR

The navy Allied polo has a white collar, white shoulder panels and white piping. Wear it with the applicable navy shorts, skort or sports trousers.



The trouser example shows the white side stripe and navy finish. Select the correct size and required items on the uniform order form.




ALLIED SCHOOLS | UNIFORM VISUAL GUIDE

# Uniform guide | Tunic & tracksuit

Checked schoolwear and navy sportswear with white trim.







## ALLIED TRACKSUIT

Navy zip jacket and trousers, white stripes and the Allied crest.

## CHECKED TUNIC

Checked fabric, navy collar and cuffs, matching belt and chest crest.

Use the uniform order form to record sizes and quantities. Prices appear in the preceding uniform price list.




ANNUAL FEES & SCHOOL TIMES | FORDSBURG GIRLS

# Fordsburg Girls fees | 2027

Tuition, enrolment charges and savings. All amounts are in South African rand.

## 1 ENROLMENT AND ANNUAL RE-REGISTRATION

| Charge | Amount (R) | When payable |
|---|---|---|
| New-learner enrolment | **R 2 200** | Non-refundable; on approval, with one month's tuition. |
| Existing learner re-registration | **R 200** | Annual re-registration for an existing learner. |

## 2 SCHOOL TUITION - MONTHLY, TERMLY AND FULL-YEAR TOTALS

| Age / grade | Monthly fee | Termly fee | Annual total | No. of instalments |
|---|---|---|---|---|
| 6 months - 3 years | **R 1 500** | R 4 500 | **R 18 000** | 12 |
| Grade RR | **R 1 500** | R 4 500 | **R 18 000** | 12 |
| Grade R | **R 1 500** | R 4 500 | **R 18 000** | 12 |
| Grades 1-3 | **R 1 950** | R 5 850 | **R 23 400** | 12 |
| Grades 4-6 | **R 1 950** | R 5 850 | **R 23 400** | 12 |
| Grades 7-9 | **R 2 100** | R 6 300 | **R 25 200** | 12 |
| Grades 10-11 | **R 2 300** | R 6 900 | **R 27 600** | 12 |
| Grade 12 | **R 4 032** | - | **R 40 320** | 10 |

## 3 SAVINGS AND PAYMENT PERIOD

Sibling saving: 5% for the second child of the same family. Advance payment: 10% for a once-off payment of 12 months' fees. Confirm combination and Grade 12 eligibility with finance.

Payments start in December 2026. Grade 12 has 10 instalments; all other listed bands have 12. School times, aftercare and tuition account details are included in this pack.

> Fordsburg Girls, 2027 only. Request a school-issued quotation for any unlisted fee.




SCHOOL TUITION PAYMENTS | FORDSBURG GIRLS

# Fordsburg Girls payment details | 2027

Fordsburg Girls | Tuition account and parent acknowledgement.

## 1 PAYMENT TERMS

Fees are due in advance on the 1st of every month. Grade RRR-11 payments begin in December 2026 and fees must be paid in full by 1 November each year. Grade 12 fees are paid over 10 months, starting in December 2026.

Allied is a cash-free school. EFT or ATM payments go directly to the school account. A card machine is available at the school accounts office. New learners: learner first name and surname. Existing parents: learner names / Family Code.

## 2 FORDSBURG GIRLS TUITION PAYMENTS

| Banking detail | Tuition account |
|---|---|
| **Account holder** | ALLIED SCHOOL (PTY) LTD GIRLS |
| **Bank** | FNB |
| **Account number** | 62920325801 |
| **Branch code** | 250805 |
| **Payment references** | New learners: learner first name and surname.<br>Existing parents: learner names / Family Code. |

## 3 FORDSBURG GIRLS ACCOUNTS CONTACT

Fordsburg Girls | Grade 000-12
14 Malherbe Street, Fordsburg
Mobile / WhatsApp: +27 75 986 8131
Proof of payment and account enquiries: accounts2@alliedschools.co.za.
Accounts: 011 839 6134 | WhatsApp: 067 702 7915
www.alliedschools.co.za

## 4 PARENT / PAYER ACKNOWLEDGEMENT

Learner full name

Grade / age

Parent / payer full name

Signature - 2027 fee schedule received

Date

# ALLIED SCHOOLS

## Fordsburg Girls

14 Malherbe Street, Fordsburg

2027

# Stationery list

Grades RR & R

Learner full name

Class

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| **Learner supplies** | | | |
| 01 | Beginner Pencils HB | **4** | ☐ |
| 02 | Twisters | **1 packs** | ☐ |
| 03 | Colour pencils (long) | **1 boxes** | ☐ |
| 04 | Scissors | **1** | ☐ |
| 05 | Eraser | **3** | ☐ |
| 06 | Double sharpener with container | **1** | ☐ |
| 07 | Ruler | **1** | ☐ |
| 08 | Glue Stick/Pritt | **4 Large** | ☐ |
| 09 | Book Bags A4 | **1** | ☐ |
| 10 | Plastic slip-on covers A4 | **4** | ☐ |
| 11 | Jumbo Colouring Book | **1** | ☐ |
| 12 | Jumbo Colouring Book with Shapes | **1** | ☐ |
| 13 | Whiteboard with a duster A4 | **1** | ☐ |
| 14 | Whiteboard markers | **4** | ☐ |
| 15 | Pencil Case | **1** | ☐ |
| 16 | Box of tissues | **2** | ☐ |
| 17 | Toilet paper | **4 rolls 2ply** | ☐ |
| 18 | Abacus 100 beads | **1** | ☐ |
| 19 | Oil pastels | **1 pack** | ☐ |
| 20 | Gum Paper | **1 pack** | ☐ |
| 21 | Colour Board (assorted) | **10 sheets** | ☐ |
| 22 | Typek paper (Reams) | **4 reams** | ☐ |
| 23 | Chair bag | **1** | ☐ |
| 24 | Colour paper (assorted) A4 | **10 sheets** | ☐ |
| 25 | Flushable Wet wipes | **4** | ☐ |

# Stationery list

Grades RR & R

Grades RR & R / continued

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| 26 | Face cloth & hand soap | 1 | ☐ |
| 27 | Apron | 1 | ☐ |
| 28 | 15-64-piece puzzle | 1 | ☐ |
| 29 | Watercolour paint palette with brushes | 1 | ☐ |
| 30 | Clay | 1 | ☐ |
| 31 | Dry glitter | 1pack | ☐ |
| 32 | Prestik | 1 | ☐ |
| 33 | Ice cream sticks | 1 pack | ☐ |
| 34 | Pipe cleaners | 1 pack | ☐ |
| 35 | A4 15 mm ruled books | 4 | ☐ |
| 36 | Storybook | 1 | ☐ |
| 37 | Stationery labels | 1pack | ☐ |
| 38 | Plastic Sleeves | 50 pack (1) | ☐ |
| 39 | Flip file 30 pages | 1 | ☐ |
| 40 | Cotton wool | 1 | ☐ |
| 41 | Set of plastic cutlery (spoon, knife, fork) | 1 | ☐ |
| 42 | Plastic drinking cup | 1 | ☐ |
| 43 | Arch lever file | 1 | ☐ |
| 44 | A pack of plasters | 1 | ☐ |
| 45 | Plain unruled A4 book 72 pages | 1 | ☐ |

Hand office supplies to the office on the first day. Keep personal items with the learner. Label every item.

# ALLIED SCHOOLS

## Fordsburg Girls

14 Malherbe Street, Fordsburg

2027

# Stationery list

Grade 1

Learner full name

Class

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| **Learner supplies** | | | |
| 01 | Beginner Pencils HB | **8** | ☐ |
| 02 | Twisters | **2 packs** | ☐ |
| 03 | Colour pencils (long) | **2 boxes** | ☐ |
| 04 | Scissors | **1** | ☐ |
| 05 | Eraser | **4** | ☐ |
| 06 | Double sharpener with container | **2** | ☐ |
| 07 | Ruler | **1** | ☐ |
| 08 | Glue Stick/Pritt | **6 Large** | ☐ |
| 09 | Book Bags A4 | **1** | ☐ |
| 10 | Plastic slip-on covers A4 | **6** | ☐ |
| 11 | Jumbo Colouring Book | **1** | ☐ |
| 12 | Jumbo Colouring Book with Shapes | **1** | ☐ |
| 13 | Whiteboard A4 with a mini duster | **1** | ☐ |
| 14 | Whiteboard markers | **4** | ☐ |
| 15 | Pencil Case | **1** | ☐ |
| 16 | Box of tissues | **2** | ☐ |
| 17 | Toilet paper | **4 rolls 2ply** | ☐ |
| 18 | Abacus 100 beads | **1** | ☐ |
| 19 | Oil pastels | **1 pack** | ☐ |
| 20 | Colour Board Papers (assorted) A4 | **10 sheets** | ☐ |
| 21 | Typek paper (Reams) | **5 reams** | ☐ |
| 22 | Chair bag | **1** | ☐ |
| 23 | Flushable wet wipes | **4 packets** | ☐ |
| 24 | Face cloth & hand soap | **1** | ☐ |
| 25 | Colouring Apron | **1** | ☐ |

# Stationery list

Grade 1

Grade 1 / continued

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| 26 | 15-64-piece puzzle | 1 | ☐ |
| 27 | Watercolour paint palette with brushes | 1 | ☐ |
| 28 | Clay | 1 | ☐ |
| 29 | Plastic drinking cup | 1 | ☐ |
| 30 | Dry glitter | 1pack | ☐ |
| 31 | Prestik | 1 | ☐ |
| 32 | A4 Hardcover 3 Quire | 6 | ☐ |
| 33 | Storybook | 1 | ☐ |
| 34 | Portfolio Files | 4 | ☐ |
| 35 | Stationery labels | 1pack | ☐ |
| 36 | Plastic Sleeves | 100 pack (1) | ☐ |
| 37 | Flip file 30 pages | 2 | ☐ |

Hand office supplies to the office on the first day. Keep personal items with the learner. Label every item.

# ALLIED SCHOOLS

## Fordsburg Girls

14 Malherbe Street, Fordsburg

2027

# Stationery list

Grade 2

Learner full name

Class

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| **Learner supplies** | | | |
| 01 | Beginner Pencils HB | **10** | ☐ |
| 02 | Twisters | **2 packs** | ☐ |
| 03 | Colour pencils (long) | **2 boxes** | ☐ |
| 04 | Scissors | **1** | ☐ |
| 05 | Eraser | **4** | ☐ |
| 06 | Double sharpener with container | **2** | ☐ |
| 07 | Ruler | **1** | ☐ |
| 08 | Glue Stick/Pritt | **6 Large** | ☐ |
| 09 | Book Bags A4 | **1** | ☐ |
| 10 | Plastic slip-on covers A4 | **6** | ☐ |
| 11 | Jumbo Colouring Book | **1** | ☐ |
| 12 | Jumbo Colouring Book with Shapes | **1** | ☐ |
| 13 | Whiteboard A4 with a mini duster | **1** | ☐ |
| 14 | Whiteboard markers | **4** | ☐ |
| 15 | Pencil Case | **1** | ☐ |
| 16 | Box of tissues | **2** | ☐ |
| 17 | Toilet paper | **4 rolls 2ply** | ☐ |
| 18 | Abacus 100 beads | **1** | ☐ |
| 19 | Oil pastels | **1 pack** | ☐ |
| 20 | Colour Board Papers (assorted) A4 | **10 sheets** | ☐ |
| 21 | Typek paper (Reams) | **5 reams** | ☐ |
| 22 | Chair bag | **1** | ☐ |
| 23 | Flushable wet wipes | **4 packets** | ☐ |
| 24 | Face cloth & hand soap | **1** | ☐ |
| 25 | Colouring Apron | **1** | ☐ |

# Stationery list

Grade 2

Grade 2 / continued

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| 26 | 15-64-piece puzzle | 1 | ☐ |
| 27 | Watercolour paint palette with brushes | 1 | ☐ |
| 28 | Clay | 1 | ☐ |
| 29 | Plastic drinking cup | 1 | ☐ |
| 30 | Dry glitter | 1pack | ☐ |
| 31 | Prestik | 1 | ☐ |
| 32 | A4 Hardcover 3 Quire | 6 | ☐ |
| 33 | Storybook | 1 | ☐ |
| 34 | Portfolio Files | 4 | ☐ |
| 35 | Stationery labels | 1pack | ☐ |
| 36 | Plastic Sleeves | 100 pack (1) | ☐ |
| 37 | Flip file 30 pages | 2 | ☐ |

Hand office supplies to the office on the first day. Keep personal items with the learner. Label every item.

# ALLIED SCHOOLS

## Fordsburg Girls

14 Malherbe Street, Fordsburg

2027

# Stationery list

Grade 3

Learner full name

Class

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| **Learner supplies** | | | |
| 01 | Beginner Pencils HB | **10** | ☐ |
| 02 | BIC pens (Blue) | **5** | ☐ |
| 03 | Twisters | **2 packs** | ☐ |
| 04 | Colour pencils (long) | **2 boxes** | ☐ |
| 05 | Scissors | **1** | ☐ |
| 06 | Eraser | **4** | ☐ |
| 07 | Double sharpener with container | **2** | ☐ |
| 08 | Ruler | **1** | ☐ |
| 09 | Glue Stick/Pritt | **6 Large** | ☐ |
| 10 | Book Bags A4 | **1** | ☐ |
| 11 | Plastic slip-on covers A4 | **6** | ☐ |
| 12 | Jumbo Colouring Book | **1** | ☐ |
| 13 | Jumbo Colouring Book with Shapes | **1** | ☐ |
| 14 | Whiteboard A4 with a mini duster | **1** | ☐ |
| 15 | Whiteboard markers | **4** | ☐ |
| 16 | Pencil Case | **1** | ☐ |
| 17 | Box of tissues | **2** | ☐ |
| 18 | Toilet paper | **4 rolls 2ply** | ☐ |
| 19 | Abacus 100 beads | **1** | ☐ |
| 20 | Oil pastels | **1 pack** | ☐ |
| 21 | Colour Board Papers (assorted) A4 | **10 sheets** | ☐ |
| 22 | Typek paper (Reams) | **5 reams** | ☐ |
| 23 | Chair bag | **1** | ☐ |
| 24 | Flushable wet wipes | **4 packets** | ☐ |
| 25 | Face cloth & hand soap | **1** | ☐ |

# Stationery list

Grade 3

Grade 3 / continued

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| 26 | Colouring Apron | 1 | ☐ |
| 27 | 15-64-piece puzzle | 1 | ☐ |
| 28 | Watercolour paint palette with brushes | 1 | ☐ |
| 29 | Clay | 1 | ☐ |
| 30 | Plastic drinking cup | 1 | ☐ |
| 31 | Dry glitter | 1pack | ☐ |
| 32 | Prestik | 1 | ☐ |
| 33 | A4 Hardcover 3 Quire | 6 | ☐ |
| 34 | Storybook | 1 | ☐ |
| 35 | Portfolio Files | 4 | ☐ |
| 36 | Stationery labels | 1pack | ☐ |
| 37 | Plastic Sleeves | 100 pack (1) | ☐ |
| 38 | Flip file 30 pages | 2 | ☐ |

Hand office supplies to the office on the first day. Keep personal items with the learner. Label every item.

# ALLIED SCHOOLS

## Fordsburg Girls

14 Malherbe Street, Fordsburg

2027

# Stationery list

Grades 4-6

Learner full name

Class

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| **Office supplies** | | | |
| 01 | A4 100-page Exam Pad Punched | **2** | ☐ |
| 02 | Typek paper (reams) | **5** | ☐ |
| 03 | Toilet paper 2ply | **10** | ☐ |
| 04 | Facial Tissues | **2 boxes** | ☐ |
| 05 | Portfolio Files (Assorted Colours) | **6** | ☐ |
| **Personal items** | | | |
| 06 | 2-Hole Metal Sharpener | **1** | ☐ |
| 07 | 30cm Ruler | **1** | ☐ |
| 08 | Pritt | **4** | ☐ |
| 09 | Bic Fine Point Pen - Blue * | **10** | ☐ |
| 10 | Assorted Colour pens | **1 Packet** | ☐ |
| 11 | A3 Colour boards | **5** | ☐ |
| 12 | A4 Colour boards | **10** | ☐ |
| 13 | Bic Fine Point Pen - Blue * | **10** | ☐ |
| 14 | Blunt Nose Scissors | **1** | ☐ |
| 15 | Colour pencils, long (12 colours) | **1** | ☐ |
| 16 | Eraser | **2** | ☐ |
| 17 | HB pencil | **4** | ☐ |
| 18 | Highlighter Set | **1** | ☐ |
| 19 | Mini Punch, Stapler & Staples Set | **1** | ☐ |
| **Exercise books** | | | |
| 20 | A4 3 Quire covered | **8** | ☐ |
| 21 | A4 72 pg covered | **4** | ☐ |

Hand office supplies to the office on the first day. Keep personal items with the learner. Label every item. * Blue pens are listed twice. Confirm the required total with the campus before purchasing.

# ALLIED SCHOOLS

## Fordsburg Girls

14 Malherbe Street, Fordsburg

2027

# Stationery list

Grades 7-12

Learner full name

Class

| No. | Item / description | Qty | Packed |
|---|---|---|---|
| **Office supplies** | | | |
| 01 | Punched Exam pad | **3** | ☐ |
| 02 | Portfolio File (Assorted Colours) | **9** | ☐ |
| 03 | Typek paper (Reams) | **5** | ☐ |
| 04 | Toilet Paper 2PLY | **10** | ☐ |
| 05 | Facial Tissues | **2 boxes** | ☐ |
| **Personal items** | | | |
| 06 | 2-Hole Metal Sharpener | **1** | ☐ |
| 07 | 30cm Ruler | **1** | ☐ |
| 08 | Pritt | **6** | ☐ |
| 09 | Bic Fine Point Pen - Blue | **10** | ☐ |
| 10 | Eraser | **1** | ☐ |
| 11 | HB Pencil | **8** | ☐ |
| 12 | Highlighter Set | **1** | ☐ |
| 13 | Mini Punch, Stapler & Staples Set | **1** | ☐ |
| 14 | Casio FX82ZA Plus Scientific Calculator | **1** | ☐ |
| 15 | Mathematical Set | **1** | ☐ |
| 16 | Set of Colour Pens | **1** | ☐ |
| 17 | Set of crayons | **1** | ☐ |
| **Exercise books** | | | |
| 18 | A4 3 Quire | **10** | ☐ |
| 19 | A4 72 pg F&M | **3** | ☐ |

Hand office supplies to the office on the first day. Keep personal items with the learner. Label every item.

ALLIED SCHOOLS

QUALITY EDUCATION
FOR A BRIGHTER TOMORROW




SUBJECT SELECTION | GRADES 10-11

# Subject-choice form

Complete with the learner and parent / guardian. Attach the learner's latest school report.

## 1 LEARNER AND PARENT / GUARDIAN

| Learner full name and surname | Parent / guardian full name | Grade entering | Admission year |
|---|---|---|---|
| | | | |

## 2 COMPULSORY SUBJECTS AND ELECTIVE COMBINATIONS

English Home Language, Life Orientation and Business Studies are compulsory. Choose one additional language, one Mathematics option and one subject in each elective band below.

| Choose ONE subject in each row | Your selected subject |
|---|---|
| Afrikaans FAL / isiZulu FAL | |
| Mathematics / Mathematical Literacy | |
| Band 1: Physical Sciences / CAT | |
| Band 2: History / Economics / Life Sciences | |
| Band 3: Tourism / Religion Studies | |

CAT means Computer Applications Technology; FAL means First Additional Language.

## 3 ENTRY REQUIREMENTS AND SUBJECT AVAILABILITY

Mathematics requires at least 60% in Grade 9 Mathematics. Physical Sciences and Life Sciences require at least 60% in Grade 9 Natural Sciences. Physical Sciences must be taken with Mathematics. Learners achieving below 60% in Mathematics will change to Mathematical Literacy. At least four learners are required per subject for a teacher to be allocated.

| Grade 9 Mathematics mark (%) | Grade 9 Natural Sciences mark (%) |
|---|---|
| | |

## 4 LEARNER AND PARENT / GUARDIAN DECLARATION

We have discussed the learner's results, interests and further-study plans. We understand the requirements above and that the school confirms the final subject combination. An additional subject may be requested on the following page.

| Learner signature | Parent / guardian signature | Date |
|---|---|---|
| | | |




SUBJECT SELECTION | GRADE 12 / ADDITIONAL SUBJECTS

# Subject record & additional requests

Grade 12: record your registered subjects. Grades 10-11: complete only the additional-request section if needed.

## 1 GRADE 12 LEARNER AND SUBJECT RECORD

| Learner full name and surname | Admission year | Current / previous school |
|---|---|---|
| | | |

English Home Language and Life Orientation form part of the programme. Choose Afrikaans FAL or isiZulu FAL and Mathematics or Mathematical Literacy. Record the other registered subjects below. Discuss any proposed subject change with the school before registration is final.

| Choose ONE subject in each row | Your selected subject |
|---|---|
| Afrikaans FAL / isiZulu FAL | |
| Mathematics / Mathematical Literacy | |
| Other registered subject 1 | |
| Other registered subject 2 | |
| Other registered subject 3 | |

Grade 12 subjects: Accounting; Business Studies; Consumer Studies; Economics; Geography; History; Life Sciences; Physical Sciences; Religion Studies; Tourism. Record each subject once; use the request below for any additional registered subject.

## 2 ADDITIONAL SUBJECT REQUEST - GRADES 10-12, IF APPLICABLE

Further subjects listed by the school: Accounting and Information Technology (Grades 10-11); Arabic Second Additional Language (Grades 10-11); Mandarin Second Additional Language (Grade 10 only). The school confirms the requested additional subject and timetable arrangement.

| Learner full name / grade (if not recorded above) | Additional subject / subject-change request |
|---|---|
| | |

## 3 LEARNER AND PARENT / GUARDIAN DECLARATION

We confirm that this record reflects the learner's registered subjects or requested change. We will provide the latest report and discuss any change or additional subject with the school.

| Parent / guardian full name | Contact number |
|---|---|
| | |

| Learner signature | Parent / guardian signature | Date |
|---|---|---|
| | | |