

Photograph:

Inter-House Team:

GRADE 1 – GRADE 7 Application form – 2026

Please complete in full: Incomplete Applications will not be accepted.

1.1 Grade for which you are applying:		<u>NB:</u> Kindly provide the following documents: (Please tick () to indicate item provided)			
Proposed date of entrance:		Certified Copy of Birth Certificate		Copy of latest Financial Statement from previous school	
Date of application:		Latest school report		Testimonial	
Learner's Surname:		4 Recent passport-size photos		Copy of Residence Permit (If not SA)	
Learner's First Names:		Copy of Father's / Guardian's I.D		Copy of Mother's I.D	
Date of Birth:		FOR OFFICE USE ONLY:	Date:	Amount:	Method of Payment:
Male / Female:		Receipt number Reg and admin fee:			
Ethnic Group:		Receipt number Reg and admin fee:			
Is the Learner a RSA Citizen:		School Fees Receipt No			
If not, specify:		Admission Receipt Number:			

Physical Address
 212 Klopper Street,
 Rustenburg
 0299
Office Tel: (014) 592 5613
E-Mail: dasilvaacademy@gmail.com
EMIS: 600105372

Visa/Study Permit Number:		Textbooks Receipt number:	
		Grade:	
Home Language:		Receipt number Reg and admin fee:	
Religion and Denomination:		School Fees Receipt No	
Last School attended: School Name:			
Town / City / Province / Telephone:			

2.1 PARENTS PARTICULARS:

FIRST PARENT/GUARDIAN (with whom the child resides)		Relationship to child:	
Surname:		If guardian, state relationship:	
First names:		Marital Status:	
Identity Number:		Title:	
Occupation:		Physical Address:	
Employers Name:		Home Tel:	
Employers Address:		Cell phone:	
Work Tel:		Email Address:	

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2.2 SECOND PARENT/GUARDIAN

SECOND PARENT/GUARDIAN (with whom the child resides)		Relationship to child:	
Surname:		If guardian, state relationship:	
First names:		Marital Status:	
Identity Number:		Title:	
Occupation:		Physical Address:	
Employers Name:		Home Tel:	
Employers Address:		Cell phone:	
Work Tel:		Email Address:	

3.1 Learner's Particulars: Please tick () the appropriate

Lives with own parents	Lives with guardian		Lives with mother only	Lives with father only	
Has stepmother			Lives with mother (parents divorced)		
Has stepfather			Lives with father (parents divorced)		
Lives with mother (father deceased)			Lives with grandparents		
Lives with father (mother deceased)			Other (Please Specify)		
Learners address:					
Residential:					
Home telephone Number:					

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Number of children in family:					
Position of learner in family (eg. first)					
How will the learner get to school? (e.g. parent / taxi / bus)					
Who will be at home when the learner returns from school?					
Names and relation –(e.g. sister, cousin) of family members who presently attend Da Silva Academy					
<u>3.2 Emergency Contact Person – (NOT Parent or Guardian)</u>				Name:	
				Address:	
Relationship to learner				Tel Number:	
<u>3.3 Medical Information and Learner's Medical History (Kindly provide copy of Medical Aid Card)</u>				Medical Aid Plan:	
				Medical Aid:	
Doctor:				Medical Aid Number:	
Doctor's Telephone Number:				Main Member's Name:	
Doctor's Telephone Number:				Doctor's Practice Address:	
3.4 Has the learner been inoculated against:				3.5 Tick (_) any contagious diseases the learner has had:	
Diphtheria	Yes	No	Date		
Polio					
3.6 Tick (_) if the learner experiences any of the following:				Please give details, and list any medication and treatment the learner is receiving if he/she has any of the conditions listed:	
Asthma		Hay Fever			
Epileptic Fits		Bed Wetting			
Hyperactivity		Dyslexia			
Allergies		Diabetes			
Hard of Hearing		Poor Eyesight			

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Physical Handicap		Other:	

DECLARATION OF PARENT / GUARDIAN

I, the undersigned, hereby knowingly authorise the School Authorities of Da Silva Academy to grant consent on my behalf for any emergency treatment or where it is necessary and / or expedient, and on advice by a medical doctor, for an operation on my child. This authority will be operative where I cannot reasonably be contacted.

I hereby knowingly and irrevocably indemnify Da Silva Academy for any costs, medical or otherwise, that may be incurred in the process.

I furthermore grant my full consent for my child to participate in any sport, educational visits and extramural activities undertaken by the school.

I solemnly declare that I fully absolve Da Silva Academy of any liability in respect of any injury occurring to my child from any accident by whatever cause. I undertake not to take any action against Da Silva Academy and/or any of its staff in case of an accident.

Signed: _____

Date: _____

4. Da Silva Academy **CONTRACT OF PAYMENT Financial Agreement**

Please note: Parent/Guardian in this case is to whom all accounts and correspondence should be sent.

I, _____, the undersigned, declare that I am responsible for the payment of all tuition fees, book fees and any other fees due for this learner. Should any instalment remain unpaid for a period of one month, the whole balance of the account will fall due and will be paid immediately.

☐ I accept that 1 (one) month's written notice in writing is required upon withdrawal of the learner from the school. Upon withdrawal, any fees paid for periods exceeding the notice period, will be refunded. In the event of the child being moving to another school the following school year, parents must inform Da Silva Academy in advance before children are allocated to new classes. Failure to give the required notice period, your account will be charged for an extra 3 months. Transfer card for the next school will be handed over to the parent once outstanding fees are settled.

☐ I accept that 1 (one) month's written notice in writing is required upon withdrawal of the learner from aftercare and intervention classes.

☐ In the event of the child being removed from the school bus transport, parents must inform Da Silva Academy 1 month in advance. Failure to give the required notice period, your account will be charged for the specific month. December will not be accepted as a notice month.

☐ In the event of the school being unable to meet its obligations to the learner/parent/guardian for any cause whatsoever, fees paid in advance for any full month will be refunded, and the school shall not be obliged to provide an alternative Institution of Education for any learner.

I agree to pay the school fees in 12 monthly instalments, by the third day of the month or the first day of a new term, as laid down by the School Board for the current year.

I am aware that failure to meet my financial obligations will result in my child forfeiting his/her place at DA SILVA ACADEMY with immediate effect. Please note: November and December will not be accepted as notice months.

Signed _____

Date _____

5. Da Silva Academy

DECLARATION OF FINANCIAL AGREEMENT

☐ I consent to the jurisdiction of the Magistrate Court of Rustenburg as the full course of action shall be deemed to have arisen within its area of jurisdiction.

☐ I declare that I understand the payment regulations as set out.

☐ I declare that I understand that all fees are subject to change with one month's notice; Although the Board of Directors will always endeavour not to increase tuition fees during a school year, it reserves the right to do so if circumstances require it. An increase in fees can reasonably be expected each year to provide for inflation and other costs beyond our control. I undertake to give one month's written notice should my child leave the school

☐ or/and that all fees will be paid up to date;

☐ I acknowledge that I will be responsible for the cancellation fee of 3 months school fees charged when failing to give notice;

☐ I undertake to inform the office in writing should I change my address;

☐ **ACCEPT FULL RESPONSIBILITY FOR ALL FEES AND COSTS CONCERNING MY CHILD'S FEES**

☐ I declare that I understand that my child will no longer be accommodated at the school for fees outstanding as per the financial agreement.

☐ I understand that the registration and admin fee are not refundable.

☐ I agree to pay all costs on an attorney client scale as well as tracing costs in the event of being handed over for collection.

☐ Subsidies / Bursaries / Estates: Parents / Guardians are still liable to pay school fees as per financial agreement and claims to be done in a private capacity. The school accepts no responsibility regarding arrangement of such.

☐ School fees preferably to be paid electronically, cash or debit/credit card at school. No cheques whatsoever will be accepted.

SIGNED by Parent/Guardian at _____ on this the ____ day of _____ 20 ____

SIGNATURE: _____

6. Da Silva Academy FINANCIAL POLICY

Please take note of the following guidelines concerning School Fees for 2026, and carefully read the contract which you have signed with your application form. Failure to comply with your contract will unfortunately result in your child losing his/her place at Da Silva Academy with immediate effect and learners will not be admitted into class.

1. Acceptance fees which consist of Admission - R600.00 and Registration - R1000.00 are payable on initial admission to Da Silva Academy on the day that the child has been accepted at Da Silva Academy. This is non-refundable and does not form part of the annual School Fees.
2. All School fees are payable in advance and must be paid by the 3rd of the month that is payable, i.e. January school fees are due by 3rd January. If the monthly school fee is not paid by the 3rd, a late payment penalty fine of R300.00 will be added to the account. The R300 fine will be added for ANY outstanding amount on school accounts.

2.1 January school fees must be paid in December by currently enrolled children. All new children January, School fees must be paid together with registration.
3. Fees for 2026 are R3000.00 per month, for 12 months of the year (January to December). School will be closed according to the Departmental guidelines for all school holidays. The Annual Fee is R36000.00 per annum.
4. If the full annual fee is paid on or before 31st January 2026, a discount of R3000,00 will be given, i.e. R33000,00 is payable.
5. There is a yearly charge of R2000.00 per learner for trips and outings as well as events. This fee is **COMPULSORY** and is to be paid by 3 February 2026.
6. All extra mural activities are at your own cost and are not compulsory.
7. All School Fees must be paid directly into the school's bank account. Learners name and surname must be shown on each deposit made. The bank details can be obtained at the school office.
8. The first day of school will be devoted to registration. Teachers will check that all learners have receipts for Fees, the correct stationery, uniform and books for the year.
9. If school fees can only be paid on the 15th of each month, please note that a double payment will have to be made on admission of learner, in order for the account not to accumulate in arrears

If these requirements have not been met, your child/ren will not be admitted for 2026.

The above policy has been implemented to ensure the smooth running of our school. It is your responsibility to ensure that your fees are paid timeously, and we would appreciate your full cooperation. Please refer to your Contract of Payment for further details of your financial obligations. November and December will not be accepted as notice months.

9. Da Silva Academy **CODE OF CONDUCT**

SCHOOL RULES

At our school learners will, at all times, aim to uphold the principles and code of conduct of the school, as these are the acceptable norms of behaviour in society. The learners will aim to bring credit to our school by their courtesy and behaviour, especially when in school uniform.

BEHAVIOUR

- a) Politeness to teachers, visitors and one another is expected from learners at all times.
- b) Learners should greet an Educator or visitor first.
- c) Abusive language, swearing, whistling, or chewing of gum will not be tolerated.
- d) No aggressive behaviour, playful or otherwise will be tolerated.
- e) No undesirable literature, pictures or articles are to be brought to School.
- f) Cell Phones are not allowed in School.

SCHOOL UNIFORM

- a) Official School uniform must be worn at all times between School and home and at all School functions.
- b) Learners may not wear coloured vests or T-shirts which show above their shirts/blouses.
- c) No jewellery, except a plain neutral coloured wrist watch may be worn.
- d) All property must be clearly marked, including school bags.
- e) No graffiti allowed on school bags, sports bags or other personal belongings used for school.

HAIR (Learners may not have coloured hair at school.)

Girls: No hair extensions of any sort are allowed at school. Long hair must be tied back neatly away from the eyes. No more than two ponytails are allowed. All hair styles must be neat and appropriate for school.

Bands and accessories must be orange and black.

Boys: Must be cut above the ears and collar. Steps and styled hair are not permitted. Hair may not be shaved off completely (no shorter than number 3) – if done so for medical or religious reasons, a note from a doctor and/or parent is required.

Boys & Girls: No tinting or highlighting of hair is permitted. Earrings may not be worn at school.

GROUND AND BUILDINGS

- a.) Before School or during breaks, learners may not enter the buildings or corridors, but are to remain outside in the playing area.
- b) No learner may leave the school grounds at any time without the prior permission of the Principal.
- c) The School grounds must be kept free of litter.
- d) Learners must not damage School or personal property. Graffiti is not permitted.
- e) No learners may remain in a classroom at break unless an Educator is present.
- f) All movement along the corridors must be quiet and orderly. Children must be quiet when going to and leading off to Assembly.
- g) Learners must queue quietly in front of the Tuck Shop.
- h) Theft will not be tolerated.
- i) Behaviour in public areas of the school may be monitored by CCTV for discipline purposes and safety.

DISCIPLINARY CODE

- ☐ No corporal punishment will be administered.
- ☐ Learners will be counselled and disciplined. Parents will be consulted if the School counselling should fail to elicit a response from the learner.
- ☐ A learner will be suspended by the Principal for serious misdemeanours, e.g. anti-social behaviour.
 - ☐ The Executive of the Board of Governors reserves the right to expel a child if he/she does not fit into the Code of Behaviour of this School.

I agree that my child will abide by the rules of Da Silva Academy.

SIGNED: _____

DATE: _____

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FEE SCHEDULE 2026

Application fee: R1600.00. (Registration and Admin Fee) Both fees are non-refundable.

Events Fee: R2000.00 Annually.

Grade R :

Half Day School Fees: R2800 (6.30AM-13.30PM) includes Robotics and Coding.

Full Day School Fees: R3350 (13:30pm-16:00pm) includes Robotics and Coding.

Grade 1 – Grade 7:

Half Day School Fees: R3000 (6.30AM-13.30PM) includes Robotics and Coding.

Full Day School Fees: R3550 (13:30pm-16:00pm) includes Robotics and Coding.

Textbook Fees:

Grade R - R1600
Grade 1-3 R1800
Grade 4-5 R2000
Grade 6 – R2200
Grade 7 – R2700

Textbook fee package will include:

- Textbooks
- Photocopy fee
- School Diary
- Robotics Workbook and Robotics Practicals costs

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DA SILVA ACADEMY FEE SCHEDULE 2026	
Banking Details	
Account Holder: Da Silva Academy Bank: STANDARD Bank Account Number: 370 681 053 Branch Name: Rustenburg Branch Code: 017045 Reference: Student STATEMENT Number/ Student name and Surname Card payment facilities are available at the Finance Office.	Account Holder: Da Silva Academy Bank: FNB Account Number: 62839285542 Branch Name: Rustenburg Branch Code: 250655 Reference: Student STATEMENT Number/ Student name and Surname Card payment facilities are available at the Finance Office.

Monthly Statements
<p>The following fees will appear on monthly statements, and are payable on or before the 3rd of each month:</p> <ul style="list-style-type: none"> School fees – Paid for 12 months of the year by the 3rd of each month. Penalty Fine of R300 if school fees are not paid by the 3rd of each month. Events fee – Payable by the 3rd of February once off for the current year. Registration fee for the next year to confirm space – Payable by the 3rd of August. Textbook fee – Payable by the 3rd of September paid once off for textbooks for the next year. Bus fees - Paid for 12 months of the year by the 3rd of each month. (Only applies to learners using the School bus). Aftercare and Intervention fees. Camps
Increases
<p>Although the Board of Directors will always endeavour not to increase tuition fees during a school year, it reserves the right to do so if circumstances require it. An increase in fees can reasonably be expected each year to provide for inflation and other costs beyond our control.</p>
Notice
<p>A month's written notice is required when withdrawing a student from the school. Both parties who signed the Acceptance of Place form remain liable for the payment of all outstanding accounts unless other written agreements are lodged with the Finance Office. November and December will not be accepted as notice months.</p>
Payments
<p>All monies are paid into Da Silva Academy's Standard bank current account directly. Cheques are not accepted. All fees are payable monthly in advance before the 3rd of each month for 12 months, January through to December.</p>

Da Silva Academy	Parents/Guardian Application
Form	INITIALS _____

Physical Address
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ADMISSIONS

PROCESS POLICY

COMPLETE THE APPLICATION FORMS

Printed application forms: Our application forms are available from the Da Silva Academy Reception and Admissions Offices (during office hours Monday to Thursday, 07h00 – 15h00 – Fridays, 07h00 – 13h00)

Forms can also be downloaded from www.dasilvaacademy.com

Online Applications: Online applications can be completed at www.dasilvaacademy.com

Online applications cannot be submitted without all supporting documents uploaded in digital format and emailed to dasilvaacademy@gmail.com

Important: Please ensure that your information is correct – Grades RRR to 7,

Submission: All forms must be completed in full and submitted with all supporting documents before the closing date.

PAY THE ACCEPTANCE FEE

Acceptance Fee: The application and registration fee of R1600.

Important: No application will be processed without payment of the application and registration fee.

Physical submissions: Application Fee can be paid in the following ways:

- At the school with credit card or cash on submission of the application form, or
- Into the Da Silva Academy bank account:

Banking Details	
Account Holder: Da Silva Academy Bank: STANDARD Bank Account Number: 370 681 053 Branch Name: Rustenburg Branch Code: 017045 Reference: Student STATEMENT Number/ Student name and Surname Card payment facilities are available at the Finance Office.	Account Holder: Da Silva Academy Bank: FNB Account Number: 62839285542 Branch Name: Rustenburg Branch Code: 250655 Reference: Student STATEMENT Number/ Student name and Surname Card payment facilities are available at the Finance Office.

ASSESSMENTS & INTERVIEWS

Admission Assessment Exam/ Tests:

Grades R to 7: Following the submission, prospective students will be booked for an assessment at the school.

The assessment will last between 30 minutes to 2 hours, depending on the Grade.

Final Successful Applicants: An offer of a place at the school is made in writing.

PAY THE JANUARY SCHOOL FEES

The January school fee must be paid by the 3rd of January 2025 for acceptance of learner and for class allocation.

ACCEPTED STUDENT INTRODUCTORY EVENING

Introductory Evening: An induction will be held for accepted students and their parents/ guardians at the beginning of the starting year at Da Silva Academy.

UNIFORM INFORMATION

Please take note of the following for the school uniform. It will be **COMPULSORY** for learners to have the correct uniform. School uniform can be purchased at the following shops:

- * **Professional Schoolwear, 53 Steen Street**
- * **Babusi, 1A Oliver Tambo Drive**
- * **Bezmans, 55A Von Wielligh**

Please make sure learners have the correct school uniform. They may NOT be wearing any other clothing.

Primary: Grade R

***Summer : Boys and Girls-** Orange golf shirts with black shorts, short black school socks with orange stripes and black school shoes or black/white tekkies.

***Winter : Boys and Girls-** Da Silva Academy tracksuit with the orange LONG SLEEVE shirts (Can be purchased at school office), black school socks and black/white tekkies.

Girls may wear their tunics (NO SHORTER than four fingers above their knee) with black stockings, school jersey (black with school badge on) and school shoes. Learners have to wear a ski pants underneath.

Grade 1-7

*** Summer:**

Boys- White school shirt with the school badge on, school pullover (optional), black short pants, long black school socks with orange stripes and black school shoes ONLY.

Girls- School tunic (NO SHORTER than four fingers above their knee), short black school socks with orange stripes and school shoes ONLY. Learners have to wear a ski pants underneath.

*** Winter:**

Da Silva Academy tracksuit with the orange LONG SLEEVE shirt (Can be purchased at school office), black school socks with orange stripes and black school shoes ONLY.

Boys- White long sleeve shirt with school badge, school jersey with school badge, long black school pants, black school socks with orange stripes and black school shoes.

Girls- Tunics (NO SHORTER than four fingers above the knee) with black stockings, school jersey (black with school badge on) and black school shoes. Learners have to wear a ski pants underneath.

PE Uniform: ONLY TO BE WORN ON PE DAY

Boys- PE Orange shirts with black shorts, short black socks with orange stripes, black or white tekkies.

Girls- PE Orange shirt with black shorts, short black socks with orange stripes and black or white tekkies.

***Only Intermediate Phase (Grade 4-7) wear the ties. Grade 4-Grade 7 wear the orange and black striped tie.**

WHOLE SCHOOL: Orange golf shirts and shorts are to be used for sports clothes. Learners will change into their sports clothes after school or before their activity.

ATTENTION GRADE 7

Grade 7 learners to please have the blazer which is black with the school badge on the first school day of 2025. The blazer can be purchased by Professional Schoolwear, 53 Steen Street.

WORKBOOK COVERS

As per the North West Department of Education requirement all workbooks (NOT TEXTBOOKS) need to be covered with pink covering. Please ensure to have workbooks covered in pink on the first day of school. On the learners first day of school, they will receive a white paper book cover that is to be pasted on the pink covering on the front of the book. Once it is pasted, then book can be covered with plastic. The pink covering can be purchased at Bhams Stationers. Parents are welcome to come to the school office to confirm the shade of pink.

TEXTBOOKS

Textbook fee package will include:

- Textbooks
- Photocopy fee
- School Diary
- Robotics Workbook