



*Prospectus*  
*Christian Private School*  
*Malmesbury*

Agricultural Show Ground

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## A Sincere Welcome!

The Governing Body, Staff, pupils and parents welcome you – in anticipation – as part of the Christian Private School Malmesbury family.

Everyone who interacts with our school is important to us. We see the school as an extension of your home and are thus very excited about your link with our school.

We want to ensure that primary school days will be remembered with sincere pride.

CPM-greetings

Willie Taylor

Principal

## **History of CPM**

The possibility of starting a private school in Malmesbury was being investigated by individuals as early as 1996, as there was concern that large classes in the government schools hampered good teaching. On 19 January 1999, the Christian Private School Malmesbury opened its doors, boasting nine learners and three teachers. We are thankful to report that we are still growing in learners every year.

The new teaching dispensation has indeed set new challenges to our community and it is with sincere gratitude that we affirm that the need for alternative education options continues to grow and that our school is going from strength to strength. In 2005, the school expanded with the extension of a Grade R class and in 2011, the playschool Jelly Tots, opened its doors for the 3 – 5 year olds.

Today we are proud to have about 236 learners and 22 teachers at the school. Willie Taylor is our current principal.

## **Vision and Mission**

### **General Objectives**

CPM believes in the child as a total being, the sum total of body, mind and spirit. Punctuality, loyalty, perseverance and politeness will always be maintained.

### **Objectives**

The school aims at:

1. preparing its learners for life: academically, culturally and physically;
2. providing quality education;
3. pursuing Christian principles with Jesus Christ as the only Saviour;
4. keeping class numbers low;
5. ensuring a modern technological impact and
6. not discriminating on the grounds of race, language and gender.

### **Mission**

The school binds itself to:

1. affordable, quality tuition whereby, through a high degree of individual attention it can lead its learners to become fully-fledged citizens with a good self-image;
2. creating a happy, secure and safe environment for the child and
3. to cultivate Christian values and beliefs as prescribed in the Bible.

## **Basic Principles**

1. Respect for our Creator and His Creation
2. Respect for oneself
3. Respect for our fellow-beings and our environment.

## Curriculum

The National Curriculum is taught from Grade 1 to Grade 7.

Home Language and First Additional Language

Life Skills

Nature Science and Technology

Social Science

Mathematics

### Tests and Examinations (Grade 4 to 7)

During the first and third terms, pupils' marks are assessed by means of a test series. In the second and fourth terms they write formal examinations. In this way we try to equip the learners with the skills needed to master examinations. The Grade 4's are also exposed to examinations, but to a lesser extent.

## Co-Curricular Activities

### Culture

The following opportunities for participation are offered:

Public Speaking	Singing and Drama
Concerts	Eisteddfod
Choir	Quiz
Entrepreneurs	Outings
Needlework	Cuppa for Christ
Olympiads (eg. Amesa, Conquesta)	Cooking classes
Tin and wire work	
Individual piano and recorder lessons (additional cost)	

### Leadership Improvement

All Grade 7 learners attend an annual leadership camp.

### Computer Literacy

The children are introduced to, amongst others, the popular Microsoft Office Programmes. Grade R to 7 receive computer training using "Computer 4 Kids", which is linked to the existing curriculum.

### Community Service

The school undertakes community outreach projects on a regular basis.

## Sport

We are affiliated to the External Schools' Sport Union and your child will thus enjoy all the rights and privileges of the Departmental Schools.

### Summer sport

Swimming  
Athletics  
Cricket  
Tennis

### Winter sport

Rugby  
Netball  
Hockey  
Soccer

### External Sport

Our learners also participate in the following (at own cost):

Ballet	Modern Dancing
Play Ball	Horse Riding
Karate	Gymnastics

Recognition is accorded to all these sports.

## School wear

Clothes are available from the school.

### Winter

School track suit pants with soft shell top, golf shirt and predominantly white tackies with white socks. School rain jacket, scarves, body warmer and beanies.

### Summer

Girls: Blue divided skirt and golf shirt; predominantly white tackies, navy Crocs or bare feet.

Boys: Blue shorts and golf shirt; predominantly white tackies, navy Crocs or bare feet.

### Sportswear

Athletics: Athletics shirt with dark blue shorts

Netball: Sleeveless sport shirt with netball skirt.

Hockey boys: Sport shirt, dark blue shorts (PT shorts) and long dark blue socks.

Hockey girls: Sleeveless sport shirt with skirt(netball) and long dark blue socks.

Tennis: Sport shirt & dark blue shorts (PT shorts).

Soccer: Sport shirt, dark blue shorts (PT shorts) and long dark blue socks.

Cricket: Sport shirt, dark blue shorts (PT shorts) and white socks.

Rugby: Dark blue shorts (PT shorts). Rugby jerseys are provided by the school.

Swimming: Girls – Navy One Piece Swimsuit.

Boys – Navy jammers.

CPM Swim cap available at clothing bank.

Sports bags and school bags are also available.

Learners are expected to wear their school uniform at all times during school hours and also on sport occasions when the learner is not participating.

During the first and fourth terms the learners are requested to wear the official school hat/cap whenever they are in the sun. Gr. 1 – 3: wide brim hat; Gr. 4 – 7: cap.

### **Civvies day**

The following rules apply when casual wear is worn:

- No revealing or see-through clothes may be worn
- No make-up

### **General**

No jewellery may be worn with the school uniform. Legal *Medic Alert* bracelets and watches with an ordinary strap may be worn.

Fingernails must be short and neat, without nail polish.

**Girls:** The girls' hair must be worn in a neat style. No highlights or hair colour are allowed. Long hair (on the shoulder) should be worn in a ponytail.

Hair accessories:

- white, blue and green elastics (school colours)
- white, blue and green Alice bands (school colours)
- silver slides

Fringe must be cut to 1cm above the eyebrows or neatly tucked away. No make-up is allowed. The girls are allowed to wear one pair of matching earrings/studs, gold- or silver-coloured, not more than 1cm in diameter; one per ear lobe. No coloured studs allowed.

**Boys:** The boys' hair should be clean, neat and tidy at all times, in a short haircut. No highlights or hair colour are allowed. Guideline for hair:

- Back - above the collar
- Fringe - 1cm above the eyebrows
- Sides - ears must be open

### **Admission requirements**

1. All children who fall within the required age group for their grade, and who are competent in English or Afrikaans, are admitted. The school reserves the right to have the child take a standardised test to determine his/her efficiency in the preferred language.
2. Learners' parents must fulfil their financial obligations as stipulated in the Terms and Conditions. Learners will be refused admission to the school if parents default in this regard.
3. Learners and their parents must be prepared to abide by the school rules as determined by the Governing Body.
4. Respect for our Creator, ourselves and our fellow-beings forms the basis of the school rules.

## School fees

### Admission fee

Jelly Tots: R500 (deducted from admission fee when registering in Gr. R)

Grade R: R1 500 if your child enters CPM for the first time. If a child attended Jelly Tots, the Admission fee is R1 000 (you have already paid R500 when child entered Jelly Tots).

Grade 1-7: R3 000 (new learner)

Admission fees are non-refundable.

School fees are payable yearly, quarterly or monthly in advance before the seventh of each month for 12 months. Interest will be added on outstanding accounts.

	<i>Jelly Tots</i>	<i>Gr. R</i>	<i>Gr. 1-7</i>
<u>Monthly fee</u> :	R1 250	R1 640	R2 840

When more than one child (Gr. 1 – 7) attends the school, discount is given. School fees are revised every year at the Yearly Budget Meeting during the fourth term. School fees cannot be deducted from tax, but donations may.

### Banking details of school:

Account name: Christelike Privaatskool Malmesbury

Bank: Nedbank

Branch code: 128 505

Account number: 128 505 2307

## General

The school year has four terms and follows, to a great extent, the dates prescribed by the Department of Education. At the end of the term, CPM closes one day before Departmental Schools.

School times throughout the year:

Jelly Tots	08h00-12h00
Grade R	08h00-12h30
Grade 1	07h30-12h45
Grade 2	07h30-12h45
Grade 3	07h30-13h15
Grade 4-7	07h30-14h15
<b>*Fridays: Grade 4-7</b>	<b>07h30-13h15</b>

## Bus routes

Riebeeck Valley and Durbanville:

Tariffs: R1 300/month for 12 months for 1st child

R1 000/ month for 12 months for 2nd child

R 900/ month for 12 months for 3rd and more children

## Aftercare

CPM has an aftercare centre where parents can leave their children Monday - Friday until 17h30. Florina Erasmus currently manages the juniors up to Gr. 2. The learners from Gr. 3 is cared for by teacher, Henriette Smith.

**Undertaking/Declaration by parents/guardians of learners and prospective learners of the  
Christian Private School Malmesbury**

I/we the undersigned parent(s)/guardian(s) of

..... (full name) of

..... (address)

Herewith confirm that I/we have studied the admission requirements of the Christian Private School Malmesbury and associate myself/ourselves with the contents thereof.

I/we declare herewith my/our willingness to subject myself/ourselves to the provision and regulations of the above-mentioned admission policy, as well as the school rules, code of honour, code of conduct, terms and conditions, disciplinary rules, school practices, structure of authority and internal arrangements of the Christian Private School Malmesbury.

I/we further furnish my/our permission and authority that above-mentioned boy/girl may participate in all extra-mural school activities, with specific inclusion of exercises, matches and other sport meetings, educational, cultural and social gatherings, as well as the transportation to and from such gatherings, matches and related activities.

I/we accept that above-mentioned boy's/girl's participation in all tours, outings and activities will exclusively be at his/her risk and responsibility and I/we indemnify the Principal, Educators, Governing Body and any empowered person of the Christian Private School Malmesbury against any claim and/or liability arising from any loss, damage or injury to above-mentioned child or his/her property during any of the above- mentioned activities.

This indemnification binds me/us, my executor/s and successors in title and takes place on behalf of all parties named herein, including my/our child named herein.

**School Fees**

Enrolment fees are not refunded and payable before the learner is admitted. The school fees are payable in advance: yearly, quarterly or monthly (for 12 months). Learners' school fees which are two (2) months in arrears may be refused entry onto the school's premises until the breach has been remedied.

**Declaration**

I/we the undersigned, hereby certify that all the information given by me/us is complete and accurate. I/we agree to the conditions as set out.

Signed at \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Father/Guardian

\_\_\_\_\_  
Mother/Guardian



## CPM Terms and Conditions

1. Acceptance of Liability
  - 1.1 The persons responsible for the account as set in the application form of the Christian Private School Malmesbury hereby assumes liability for the account, alternatively binds them self as co-debtor and surety for payment of all school fees to the Christian Private School Malmesbury.
  - 1.2 The Guardian, as described in the Application Form, binds them self as surety and co-debtor for the payment of all school fees by the responsible person or any other payments that may arise from this agreement.
2. Terms of Payment
  - 2.1 It is recorded that school fees are determined yearly and the responsible persons are informed of the result in writing.
  - 2.2 School fees are payable monthly, quarterly or yearly (for 12 months) in advance depending on the fee payment option exercised by the responsible person in the Application Form.
  - 2.3 Payments are to be made to the School without any deductions to set off on or before the seventh of every month.
  - 2.4 Admission fees are non-refundable.
3. Breach of Contract
  - 3.1 In the event where the undersigned surety, responsible person or guardian commits a breach of contract of any of the terms of this agreement, the school may in its sole discretion:
    - 3.1.1 Refuse the scholar entry to the school's premises until the breach has been remedied;
    - 3.1.2 Claim damages from the responsible person and / or the surety and guardian;
    - 3.1.3 Take whatever legal steps that may be necessary.
4. General

This Agreement constitutes the whole Agreement between the parties relating to the subject matter hereof. No amendment or consensual cancellation of this Agreement or any provision or term thereof or any Agreement, bill of exchange or other document issued or executed pursuant to or in terms of this Agreement and no settlement of any disputes arising under this Agreement and no extension of time, waiver or relaxation or suspension of any of the provisions or terms of this Agreement or of any Agreement, bill of exchange or other document issued pursuant to or in terms of this Agreement shall be binding unless recorded in a written document signed by the parties. Any such extension, waiver or suspension which is so given or made shall be strictly construed as relating strictly to the matter in respect whereof it was made or given.
5. Jurisdiction

This agreement is subject to South African law.
6. Credit Information

The responsible person, surety or guardian hereby consents to the disclosure and exchange of personal financial information to a credit bureau or financial institution in accordance with the Credit Act 2005.
7. Domicilium

The parties choose as their domicilla citandi et executandi the addresses set out in the Application Form.
8. Legal Fees

In the event where the school takes legal action against the responsible person, he will be liable for all legal fees on an attorney client scale, collection costs and commission, interest and tracing fees.
9. Cancellation

The responsible person undertakes to give the school one calendar month notice, when the leaner leaves the school for whatever reason.

.....  
Signed

.....  
Date

Entry date: .....

Pastel nr: .....



**CHRISTELIKE PRIVAATSKOOL MALMESBURY**

**CHRISTIAN PRIVATE SCHOOL MALMESBURY**



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P.O. Box 691  
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Tel: 022 487 2142  
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**Application for Admission**

**Documents required by the school**

Copies of the following:	Birth certificate	Signed Terms and Conditions form
	School report (Gr. 1 – 7)	Signed General Indemnity form
	Vaccination Records	
	Parents ID documents	
	Therapist/Specialist reports	

**Learner's Details**

Application for Grade: \_\_\_\_\_

Surname:		Preferred name:		
Full names:				
ID-number:		Date of birth:		
Tuition Language:		Home Language:		
Religion:		Gender:		
Learner lives with:	Both parents	Father	Mother	Guardian

**Medical Information**

Chronic conditions/allergies:	
Medication to be taken:	
Family physician:	Phone:
Medical Aid:	Number:
Next of kin (if parent is not available):	
Relationship:	Contact number:

**Consent**

NB: In case of an emergency, when time does not permit to consult the learner's personal file, I place the Principal or his delegate in loco parentis, in case of any medical/surgical treatment the learner may require.

Signature of parent/guardian: \_\_\_\_\_ Date: \_\_\_\_\_

**Previous school**

Name:	Last grade/Year:
Name of principal:	Grade(s) repeated:
Phone:	Date left:
Address:	CEMIS nr.:
Reason for leaving:	

**Details of parents/guardians**

	Father/Stepfather/Guardian	Mother/Stepmother/Guardian
Designation:		
Surname:		
Full names:		
Preferred name:		
Marital status:		
Residential address:		
Postal address:		
Home phone:		
Cell phone:		
Email:		
Employer:		
Occupation:		
Work phone:		

**Details of person responsible for account**

Surname:		Designation:		
Full names:		Relationship:		
Payment option:	Monthly - EFT	Monthly - Debit order	Quarterly	Yearly
Complete the following only if it differs from the information above.				
Residential address:				
Postal address:				
Home phone		Cell phone:		
Email:				
Employer:		Work phone		
Occupation:				

## ***Payment option***

I, \_\_\_\_\_,  
(Name and surname of person responsible for account)

Parent/guardian of (names and grades of children):

_____	Grade ____
_____	Grade ____
_____	Grade ____
_____	Grade ____

Hereby indicate that I wish to pay the 20..... school fees of the *Christian Private School Malmesbury* in the following manner:

- Monthly: Debit order
- Monthly: EFT
- Quarterly
- Yearly (Payable before or on 31 January of the current year)

Banking details of school:

Account name: Christelike Privaatskool Malmesbury  
Bank: Nedbank  
Branch code: 128 505  
Account number: 128 505 2307

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date