



## ST JAMES

JUNIOR SCHOOL FOR GIRLS & BOYS  
 130 Mathews Meyiwa Road, Durban, 4001 South Africa  
 Telephone: 031 8147401  
 e-mail: [jwilks@stjamesdurban.org.za](mailto:jwilks@stjamesdurban.org.za)  
 Website: [www.stjamesdurban.com](http://www.stjamesdurban.com)

# Application Form 2023

Note: This form must be completed in **FULL**. All changes to be initialled or signed by parent / guardian. Completing this form does not necessarily mean that your child has been accepted into the school. Your application is **COMPLETE** only when all the required supporting documents have been received.

Grade: \_\_\_\_\_ Year: \_\_\_\_\_ **APPLICANT DETAILS**

Surname :	First Name :				
Preferred Name:	Gender :	Male		Female	
ID Number :	Date of Birth:				
Home Language :	Country of Residence :				
Citizenship :					

### CURRENT SCHOOL INFORMATION

Current School :
Current School Email Address : ( <b>PRINT</b> )
Please list schools your child has attended over the last four years (not applicable if your child has not attended school)

### APPLICANT MEDICAL INFORMATION

Medical Aid Number:		Medical Aid Name:	
Medical Aid Main Member:		Doctor Name:	
Doctor's Address :		Doctor Tel No:	
Medical Conditions the school needs to be aware of (i.e. allergies).			

## PARENT/GUARDIAN INFORMATION

**If there is only ONE parent of Legal Guardian, please provide the details of a second person, who would be able to stand surety. BOTH the columns below must be completed please.**

Father/Guardian Surname		Mother/Guardian Surname	
First Name		First Name	
ID Number		ID Number	
Nationality & Passport Number (if not South African Citizen)		Nationality & Passport Number (if not South African Citizen)	
Relationship to applicant		Relationship to applicant	
Work Number		Work Number	
Cell Number		Cell Number	
Home Number		Home Number	
Fax Number		Fax Number	
Email: <b>PRINT</b>		Email: <b>PRINT</b>	
Alternate Email <b>PRINT</b>		Alternate Email <b>PRINT</b>	
Home Address		Home Address	
Postal Address		Postal Address	
Occupation		Occupation	
<b>Emergency Contacts – Other than the parents</b>			
Name		Telephone	
Relationship (for example Family Friend / Aunt)			
Name		Telephone	
Relationship			

## PERSON RESPONSIBLE FOR PAYMENT

Surname	
First Name	
ID Number	
Nationality & Passport Number (if not South African Citizen)	
Relationship to applicant	
Work Number	

Cell Number	
Home Number	
Fax Number	
Email: <b>PRINT</b>	
Alternate Email <b>PRINT</b>	
Home Address	
Postal Address	
Occupation	

Please tick where applicable:

Are you an immigrant?	YES	NO	If YES please attach proof (date stamp on passport for entry into SA) as well as list of schools previously attended
Does the applicant have a sibling(s) at St James? (Sibling Discount is applicable)	YES	NO	If YES, please write the name(s) and HOUSE (Blue, Red, yellow) of sibling(s) _____
How did you hear about St James?			
Who does the child stay with currently? Please provide a tel number.			Name: _____ Tel: _____

Have you visited our website? <a href="http://www.stjamesdurban.com">www.stjamesdurban.com</a>	YES	NO	
Have you liked us on <a href="https://www.facebook.com/stjamesdurban/">https://www.facebook.com/stjamesdurban/</a> ?	YES	NO	
Do you follow us on <a href="https://www.instagram.com/stjamesdurban/">https://www.instagram.com/stjamesdurban/</a> ?	YES	NO	

Please mention any academic, cultural or sporting achievements as well as any activities your child takes part in outside of school (sports clubs, KUMON/Kip McGrath, scouts etc.)

I hereby apply for the above mentioned child as a pupil at St James School for girls and boys (Durban).

I understand that if \_\_\_\_\_ is accepted as a pupil at St James School for girls and boys (Durban):

1. The school will not be liable for any damage following an injury to a child whilst at school or in Aftercare, taking part in extra mural activity or excursions.
2. In the event of the parents / guardian defaulting in their obligations in respect of St James School for girls and boys fees the school reserves the right, at its sole discretion, to report the defaulting party to an appropriate credit bureau as recognised in terms of the provisions of the National Credit Act.
3. The school is not responsible for damage to clothing or other belongings.
4. I will pay a non-refundable ACCEPTANCE fee of R2000 which is an addition to any subsequent tuition fee that becomes due and payable. I acknowledge and accept that in the event of my subsequent withdrawal of my child from St James School for girls and boys that this acceptance fee is not refundable.
5. I will peruse the Parent/Guardian Contract of Agreement, which is required to be signed by both parents/guardians, or in the case of one Parent/Guardian, the Parent/Guardian and an acceptable surety.
6. I understand that St James School reserves the right to any credit bureau searches it deems necessary on any signatory hereto, included but not limited to, credit bureau searches and enquiries with previous schools attended by the applicant, and to satisfy itself that the parents / guardian can afford the fees charged by the school.

I enclose the following **supporting documents**

1. Copy of Birth Certificate
2. School Fee Clearance (from current school)
3. Latest School Report
4. ID Copy of Parent(s) / Legal Guardian
5. Payslips Copies of Parent(s) / Legal Guardian
6. A recent passport size photograph of applicant
7. If not a citizen of South Africa, a certified copy of a residence permit / study permit
8. If transferring from another school, copies of most recent school reports as well as a Transfer Card
9. Proof of Residence
10. Immunisation Records

I certify that the above particulars are correct:			
Father / Guardian Name		Mother / Guardian Name	
Father / Guardian Signed		Mother / Guardian Signed	
Date :		Date :	

Signature of person responsible for fees:  Name:  Signature:  Date:
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FOR OFFICE USE		
Birth Certificate:	Admission No:	House:

Fee Clearance:	Maths:	English:

St James School Durban will take all reasonable technical and physical precautions to protect your information from unauthorised access, damage or loss. You may request to remove your information at any time. This Admissions Form will be used to process your application - if your application is unsuccessful this form will be destroyed. Should your application be successful this information will be kept electronically and / or on hard copy for the duration of the child's school career, but destroyed a year after the child left the school.