



Kingfisher School Trust (t/a)

KINGFISHER PRIVATE SCHOOL



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GENERAL FEE ASSISTANCE APPLICATION 2023

INTRODUCTION

The purpose of the various schemes is to assist the parents/guardians of pupils who are academically strong but not in a position to pay full school fees. The scheme is there to help children with potential, and a good work ethic who are fully involved in school activities. The scheme is not there to fund a lavish lifestyle.

The assessments are made according to the parent's income and a discount is given on full school fees only. This excludes the annual Development fee, once off Registration fee and Fundraising free zone contribution.

The greatest emphasis will be placed on the pupil's academic record/potential and behaviour in reaching any decision. Whilst this scheme is aimed at, prospective families, existing Kingfisher pupils are welcome to apply.

CONDITIONS

Applications for any of the schemes will be assessed by a sub-committee of the Board of Governors and will be based on the following criteria:

1. The pupil's academic record/potential
2. The family's finances

Since there are only a limited number of spaces on this scheme, the maximum of two pupils per family will be considered.

Parent/guardians wishing to apply must fill out the form below and return it to the Bursar accompanied by: (ONLY HARDCOPIES WILL BE ACCEPTED – NO EMAIL SUBMISSIONS)

1. Copies of 3 month's payslips (both parents); (if no payslip can be provided, we need a document attached that explains why not, as well as the detail of the income)
2. Copies of 3 month's bank statements.
3. A copy of the most recent report.

Failure to submit these documents or incomplete forms will lead to an automatic disqualification of applications.



Kingfisher Trust I 69/00

EMIS Registration No 4010016



New applications may be submitted during the year, but if there is not space on the scheme, the name will be placed on a waiting list.

At the end of every year, the parent /s have to re-apply for the following academic year.

The parent / or the guardian’s full involvement in school activities/meetings is expected.

If the financial position of a family, benefiting from a scheme, improves, so that they no longer require financial assistance or can afford a reduction in assistance, **they are expected to inform the school.**

Any annual increases of school fees will be applicable to the pupils on a scheme. In the event that a parent’s income justifies it, the increase may not be % linked, but will be discussed with the parent beforehand. Parents may also request to pay more than what they have been contributing, if their financial situation changes for the better.

FEE FINANCE APPLICATION

PURPOSE OF FORM

The Board of Governors requests all parents/guardians of pupils applying for Financial Assistance to provide them with information on the family’s finances.

The Committee needs this information to best assess what percentage of the school fees they should fund. This MAY include a discussion/ interview with the family regarding how much they can afford to contribute. It is acknowledged that family finances vary from time to time, and any agreement with the Committee will be reviewed.

CONFIDENTIALITY

The factual information provided will be handled as confidential, and on a need to know basis. The distribution and retention of data will be controlled, to ensure the confidentiality thereof.

By completing and submitting these forms you agree to give us access to your financial documents which will be viewed by the Bursar, the Head, the Finance Governor and any other person that is selected by the Finance Committee to assist with the selection process. These documents will be stored for at least 5 years and will be used to refer to in case of an outstanding account. The information may also be used to hand the account over to a Debt Collection agency.

Surname

Pupil’s Full Names:

Pupil’s current grade:

Date of Birth: Country of Birth:

Home Address:

Intended Year of Entry: (e.g. January 2022):

Brothers: Yes No How Many:

Sisters: Yes No How Many:

Applicant’s place in family:

Siblings already at Kingfisher: Yes No Details:

Parents' Status (Please mark with an X)

Married		Seperated		Divorced		Unmarried	
One parent deceased		Both parents deceased					

Additional information: (Please mention special circumstances, e.g. death of parent, separated parents, boy's illness or any other relevant matter):

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Please indicate in the space below what skills or contribution, you as a parent have, that you would be able to use to assist or donate to the school

(e g) Carpenter or Painter / Transport to functions / Assistance at events / Administration / Listening to reading.

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Please also indicate when you are available (e.g.) afternoons, mornings, weekends.

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Father's full name: Mother's full name:

Occupation: Occupation:

Employer: Employer:

Cell number: Cell number:

Email: Email:

1. How many people are dependent on the income of the parents/guardians?

Provide the following information for those dependent on this income:

Name	Relationship	Age

2. **The primary source of income is:**

Salary		Self-employed		Other	
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If other, please specify:

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3. **Does the family own its own home?**

Yes		No	
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(If Yes, please complete below)

<i>Year purchased</i>	
<i>Original purchase price</i>	
<i>Amount outstanding on the mortgage</i>	
<i>Present sale value</i>	

4. **Provide present value of other family assets:**

Land / Buildings	
Other accommodation	
Investments / Shares	
Savings Accounts	
Other (give details)	

5. **Vehicles:**

	Vehicle 1	Vehicle 2
Model		
Year bought		
Purchase price		
Outstanding debt		

6. Provide detailed amounts on the family's income and expenditure:

(We need all the details of the income and expenditure of the household. If there is no biological father or mother, the guardian/s need to complete one or both blocks. If a block is left open, please make a note as to why it is not completed.)

GROSS = SALARY BEFORE DEDUCTIONS

NET / BRUTO = SALARY AFTER DEDUCTIONS

A. Personal Income

Father / Husband/ Guardian: Monthly gross income	
Gross monthly salary / income	R
Commission	R
Overtime	R
Rental income	R
Social grant	R
Other (specify)	R
Monthly salary deductions:	
Income tax (monthly tax deductions)	R
UIF	R
Pension	R
Medical aid	R
Other (specify)	R
Total income father / husband / guardian (after deductions)	R

Mother/ Wife / Guardian: Monthly gross income (before deductions)	
Gross monthly salary / income	R
Commission	R
Overtime	R
Rental income	R

Social grant	R
Other (specify)	R
Monthly salary deductions:	
Income tax (monthly tax deductions)	R
UIF	R
Pension	R
Medical aid	
Other (specify)	
Total gross income mother /wife / guardian	R
COMBINED GROSS TOTAL HOUSEHOLD Father & Mother combined	R

B. Personal / Monthly Expenses

Father / Husband / Guardian: Monthly expenses	
Accommodation (Either rent or mortgage)	R
Children lessons / extra mural expenses	R
Clothing (this includes clothing account payments)	R
Debt (combined credit cards / short term loans etc)	R
Domestic workers / gardener / garden service	R
Educational fees for other children including university (other than Kingfisher)	R
Entertainment (DSTV / Netflix etc)	R
Groceries	R
Insurance policies	R
Medical bills / expenses	R
Rates, taxes & electricity	R
Telephone & Cell phone	R
Transport / Fuel / Commuting	R
Security	R
Other (specify)	R

Total expenses	R

Mother / Wife / Guardian: Monthly expenses	
Accommodation (Either rent or mortgage)	R
Children lessons / extra mural expenses	R
Clothing (this includes clothing account payments)	R
Debt (combined credit cards / short term loans etc)	R
Domestic workers / gardener / garden service	R
Educational fees for other children including university (other than Kingfisher)	R
Entertainment (DSTV / Netflix etc)	R
Groceries	R
Insurance policies	R
Medical bills / expenses	R
Rates, taxes & electricity	R
Telephone & Cell phone	R
Transport / Fuel / Commuting	R
Security	R
Other (specify)	R
	R
Total of expenses	R
COMBINED EXPENSES	R
Father / Mother combined	

7. **Summary of outstanding debt: (Banks, Credit Cards, etc)? Give details:**

Overdraft	
Credit Cards	
Short term loans	
Other:	
Other:	

8. What amount will you be able to afford as your contribution to the school fees per month?

R..... (Only applicable on new applications).

If your child is an existing fee assistance pupil, please see page 2. Please remember the monthly Fundraising Free Zone / Aftercare / Annual Development Fee / Registration Fee / IEB Exam Fee are NOT included in the above.

9. I/We understand that this application does not guarantee any commitment by Kingfisher Private School to either accept my child into the school or financially assist with school fees. And furthermore I/we agree that any commitment made will be regularly reviewed, at least once per year, and that my child's place in Kingfisher depends on this commitment being kept.

10. Kingfisher Private School reserves the rights to remove any pupil on a scheme if not performing every term. I/We understand that our child's academic progress will be reviewed every term. If not progressing satisfactorily, the parents will be advised, and the child will be removed from this scheme, becoming a full paying pupil. This will be done by written communication to the parents. Pupils can also be removed from the scheme for continuous unacceptable behaviour which does not conform to the school ethos and code of conduct.

11. If you're child qualifies for one of the Schemes, you will be required to pay your part of the school fees by the 3rd day of every month. Failure to do so will result in the immediate withdrawal of the School Fee Assistance Scheme, and all fees will be payable by yourself.

12. If the school struggle with your account, if the account is in arrears or, if you fail to communicate with the Bursar with regards to payments, a recommendation will be made, and based on this recommendation, will determine whether you may re-apply or not. If not, you will receive a letter to state that the school fee assistance or partial bursary will end at the end of the academic year.

We hereby agree to the conditions as set out above and understand that the school is under no obligation to renew the scheme if the conditions are not met. We hereby accept that my child/ren may be removed from the scheme if I have made a false declaration/s with regard to us/my income.

Signatures: 1. 2. :

Full name: 1. 2. :

Capacity: 1. 2. :

Date:

Reviewed by:

Recommendation:

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