

GRADE RR-7 2026 REGISTRATION FORM

Roosevelt



Academy

ID PHOTO

	rooseveltprimary18@gmail.com
	014 061 0182
	082 517 3817
	35 Botha street Northam 0360

PLEASE ATTACH THE FOLLOWING TO THE APPLICATION FORM

1. LEARNER'S ID PHOTO
2. LEARNER'S BIRTH CERTIFICATE
3. LEARNER'S LATEST SCHOOL REPORT (ORIGINAL)
4. PARENT/GUARDIAN (ACCOUNT HOLDER) PROOF OF RESIDENCE
5. PARENT/GUARDIAN (ACCOUNT HOLDER) COPY OF ID/PASSPORT

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LEARNER DETAILS

CHILD FIRST NAMES	
CHILD NICKNAME	
CHILD SURNAME	
GRADE APPLIED FOR	
DATE OF BIRTH	
ID / PASSPORT NUMBER	
PREVIOUS SCHOOL ATTENDED	

ADMISSION NO. (ADMIN)		ADMISSION DATE (ADMIN)	
GENDER (M/F)		ETHNIC GROUP	
RACE GROUP		TRANSPORT NUMBER	
HOME LANGUAGE		EMERGENCY NUMBER	
DOCTOR NAME		TELEPHONE NUMBER	
MEDICAL AID		NUMBER	
ALLERGIES			

PARENT/GUARDIAN TO WHOM ALL CORRESPONDENCE AND ACCOUNTS SHOULD BE SENT:

SURNAME	
FIRST NAMES	
HOME ADDRESS	
POSTAL ADDRESS	
PHONE NUMBER	
E-MAIL ADDRESS	
EMPLOYER	
ID NUMBER	

FAMILY DETAILS

FATHER'S SURNAME	
FATHER'S FULL NAMES	
FATHER'S ID NUMBER	
EMPLOYER	
CELLPHONE NUMBER	
E-MAIL ADDRESS	
IS THE FATHER STILL ALIVE	

MOTHER'S SURNAME	
MOTHER'S FULL NAMES	
MOTHER'S ID NUMBER	
EMPLOYER	
CELLPHONE NUMBER	
E-MAIL ADDRESS	
IS THE MOTHER STILL ALIVE	

HOME LANGUAGE		RELIGION	
COUNTRY OF ORIGIN			

CONTACT PERSON (NOT PARENTS OR LIVING WITH FAMILY)

NAME AND SURNAME	
CONTACT NUMBER	
RELATION TO LEARNER	

CRITERIA FOR ADMITTANCE: 2026

This criterion must be followed strictly according to the below ages and dates. No exceptions will be made under any circumstances.

IMPORTANT NOTICE: PREREQUISITES

GRADE	WALK-IN AGE	TURNING AGE 1 JAN - 30 JUN	TURNING AGE 1 JUL - 31 DEC	YEAR OF BIRTH
RR	3	4	5	2021
R	4	5	6	2020
1	5	6	7	2019
2	6	7	8	2018
3	7	8	9	2017
4	8	9	10	2016
5	9	10	11	2015
6	10	11	12	2014
7	11	12	13	2013

1. No learner that has been expelled from any other school will be accepted.
2. The school takes no responsibility regarding studies, bursaries and estates. Parents/Guardians are still liable to pay school fees in advance and claims should be done in a private capacity.
3. School fees must preferably be paid electronically as no cash whatsoever will be accepted.

APPLICANTS WHO DO NOT MEET THE ABOVE-MENTIONED CRITERIA WILL NOT BE ADMITTED TO ROOSEVELT ACADEMY.

FINANCIAL SCHOOL POLICY

2026 School fees Payment Options

Registration Fees (Non-refundable):

- **New learners:** R800 payable upon acceptance to confirm placement
- **Current learners (Re-registration):** R600 payable to confirm placement for the new academic year. **Non-Refundable**

Tuition & Sports Fee Structure

Note: A **mandatory sports affiliation fee of R100 per month** has been introduced for 2026. This fee is included in the monthly school fees below and contributes towards sports programs, medals, trophies and athletics-related expenses.

GRADE	MONTHLY (Incl. R100 Sports Fee)	TERMLY	ANNUALLY
R	R2000	R5 500	R22000
1-6	R2100	R5 775	R23100
7	R2200	R6050	R24200
Boarding Fees All Grades	R3600.00	R9900.00	R39600

Sports Affiliation Fee

- **Amount:** R100 per learner per month (included in monthly tuition)
- **Purpose:** To support school sports, athletics and events (eg. purchasing medals, trophies and covering affiliation costs)
- **Applies to:** All learners participating in any sporting activities throughout the year.

Additional Charges

- **Sundry Charges:** Apply separately for aftercare, school tours, excursions and workshops.
- **Important:** Learners with outstanding fees or levies will not be allowed to participate in school tours or workshops.

Sibling Discount Policy

- A single sibling discount applies per family (not cumulative).
- **Conditions:**
 - Must be biological or legally adopted siblings.
 - No other rebates, scholarships, or bursaries may apply concurrently.

Discount structure:

- **2 children enrolled:** 5% discount on total annual tuition fees.
- **3 children enrolled:** 10% discount on total annual tuition fees.

Early Payment Discount: 5% discount on full annual tuition fees if paid **in full by 31 January 2026** and no arrears exist.

BANKING DETAILS

ACCOUNT HOLDER: ROOSEVELT ACADEMY

BANK: FIRST NATIONAL BANK

ACCOUNT: 62710359359

BRANCH: 255650

REFERENCE: NAME, SURNAME & GRADE OF THE LEARNER e.g. Tshepo Molefe Gr2

Important School Fee Obligation Clause!

All learners enrolled in January are expected to pay school fees from January to November. Learners who enrol in February or later are expected to pay through to December. This is standard policy.

A 10% interest fee will be charged on any missed or late school fee payments, and the account will be considered in arrears.

Parents are strongly encouraged to settle school fees on time. Learners whose school fees remain unpaid will not be granted access to class. As a fee-paying institution, Roosevelt Academy is obligated to collect all school fees to ensure the proper running of the school.

ALL FEES ARE STRICTLY PAYABLE IN ADVANCE ON OR BEFORE THE 7TH OF EACH MONTH.

PLEASE NOTE THAT SCHOOL FEES ARE SUBJECT TO CHANGE WITH ONE MONTH'S NOTICE.

I consent to the jurisdiction of the Magistrate Court of Thabazimbi 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 above and will be responsible for any costs incurred should any of my payments be returned.
- I declare I understand that all fees are subject to change with one month's notice.
- I undertake to give one month's written notice should my child leave the school and that all fees will be paid up to date and that all textbooks are returned to the school before a transfer letter will be granted by the school.
- Failing to give notice, I acknowledge that I will be responsible for the cancellation fee of R1 500.
- I undertake to inform the school in writing should I change my address. Failing to do so, I will be liable for tracing costs.

I UNDERSTAND THAT I WILL BE RESPONSIBLE FOR ALL FEES AND COSTS CONCERNING MY CHILD'S SCHOOL FEES.

I ACCEPT THE ATTACHED FINANCIAL POLICY FOR 2026 AND AGREE TO MAINTAIN PAYMENT OF FEES AS PER THE CONTRACT OF PAYMENT.

SIGNED BY PARENT/GUARDIAN AT.....ON THE.....DAY
OF.....20.....

SIGNATURE..... AS WITNESS 1.....2.....

SUBJECT LIST

GRADE RR & R

- ◆ English Home Language
- ◆ Life Skills
- ◆ Mathematics

GRADE 1-3

- ◆ English Home Language
- ◆ Life Skills
- ◆ Coding and Robotics
- ◆ Mathematics
- ◆ Afrikaans First Additional Language
- ◆ French Second Additional Language

GRADE 4-6

- ◆ English Home Language
- ◆ Mathematics
- ◆ Life Skills
- ◆ Afrikaans First Additional Language
- ◆ Natural Sciences & Technology
- ◆ Social Sciences
- ◆ Coding and Robotics
- ◆ French Second Additional Language

GRADE 7

- ◆ English Home Language
- ◆ Mathematics
- ◆ Life Orientation
- ◆ EMS
- ◆ Creative Arts
- ◆ Afrikaans First Additional Language
- ◆ Natural Sciences
- ◆ Technology
- ◆ Social Sciences
- ◆ Arts Culture

REMEDIAL CLASSES

Afternoon studies, under teacher supervision, are offered to all pupils free of charge. Not only will the teacher assist learners with their homework, but also conduct extra classes during the studies if necessary. These classes are not charged for. These classes commence at 14:00 and end at 15:00.

SATURDAY CLASSES CLAUSE

Saturday classes are offered at a fee of R50 per learner per Saturday, payable only when the learner attends. These classes are compulsory when learners are requested to attend, as they are specifically designed to support academic improvement and ensure the learner's 8 progress. Failure to attend without a valid reason may negatively impact the learner's academic standing

ROOSEVELT ACADEMY

RIGHT OF ADMISSION POLICY

At Roosevelt Academy, **Right of Admission is strictly reserved**. This policy serves to uphold the dignity, safety, discipline, academic excellence, and moral standards of our institution in line with the Constitution of South Africa, the South African Schools Act, and internal school policies governing private educational institutions.

1. Guiding Principles

Roosevelt Academy is committed to:

- Providing a safe, inclusive, and values-based learning environment.
- Upholding Christian principles and high academic standards.
- Enforcing strict adherence to school policies and codes of conduct.

Learners, parents/guardians, and staff must understand that **continued enrolment is a privilege**, not a right, and may be withdrawn under circumstances outlined below.

2. Grounds for Denial or Withdrawal of Admission

The school reserves the right to deny or revoke admission if a learner engages **in any of the following misconducts**, which are considered **serious violations** of Roosevelt Academy's ethos and policies:

❖ Behavioural Misconduct

- **Smoking**, vaping, possession or use of **alcohol, drugs**, or any illegal substances.
- **Inappropriate conduct** on or off school premises (including sexual activity, assault, or criminal behaviour).
- Displaying **arrogance, defiance**, or a **disruptive attitude** toward staff or fellow learners.
- Persistent **bullying, harassment, xenophobic or homophobic comments**, or discrimination of any kind.

❖ Academic Underperformance

- Failing to maintain the **minimum required average of 60% across all subjects** per term.
- Repeated failure to submit assignments, attend assessments, or participate in classwork without valid justification.

❖ Violation of Code of Conduct and Policies

- **Absenteeism** without valid medical or parental justification.
- Accumulation of **demerits or disciplinary warnings**.
- Repeated **non-compliance with the school uniform policy**.
- Misuse or unauthorised use of **Roosevelt Academy's name, logo, or uniform for personal gain** or to **defame the school**.

❖ **Social Media Misconduct**

- Sharing content that violates our **Social Media Policy**, including:
 - Defamatory statements about the school or its staff.
 - Recording or distributing school-related content without permission.
 - Using the school uniform in videos or photos that promote vulgarity, hate speech, or misleading representations.

❖ **Language Policy Violations**

- Repeated and intentional failure to communicate in **English or Afrikaans**, the only two official languages of learning and teaching at Roosevelt Academy.
- Use of offensive or abusive language in or outside the classroom.

3. **Disciplinary Measures**

Depending on the severity of the violation, Roosevelt Academy may impose the following actions:

- Written warnings or disciplinary hearings.
- Parental meetings or official caution letters.
- **Suspension** or **expulsion** without refund of fees.
- Referral to law enforcement or legal action in extreme cases.

4. **Acknowledgement**

All learners and parents/guardians are required to sign an **Acceptance of Code of Conduct & School Policies Form**, acknowledging this Right of Admission Policy. By doing so, they confirm their understanding that **enrolment may be suspended or terminated if school rules are not upheld**.

❖ **Policies & Consent Acknowledgement**

By completing and submitting this Registration Form for Roosevelt Academy, the parent/guardian and learner confirm that they have **read, understood, and agree to be bound** by the rules, terms, and expectations of Roosevelt Academy as set out in the school's official policies. These policies are non-negotiable and form part of the enrolment agreement.

The following policies are **mandatory and binding**:

1. **POPIA Policy** (Protection of Personal Information Act)
2. **Language Policy**
3. **Uniform Policy**
4. **Social Media Policy**
5. **Code of Conduct for Learners and Parents**
6. **Medical Clearance Policy**
7. **Cellphone & Technology Policy**
8. **School Admission Policy**
9. **School Safety Policy**
10. **School Culture & Behaviour Policy**
11. **Boarding House Code of Conduct** (for boarding learners only)
12. **School Transport Policy** (if applicable)
13. **Policy on Conducting Extra Classes Outside School Premises**
14. **Disciplinary Policy**

15. **Academic Performance Policy (including promotion and pass requirements)**
16. **Professionalism Agreement for Parents**
17. **Abuse of Property**
18. **Any Other Policy Published and Communicated by the School**

All policies are available on request from the school office and/or published on the official school website at www.rooseveltacademy.co.za. It remains the responsibility of the parent/guardian to remain updated on policy changes as communicated by the school.

❖ **Declaration:**

I hereby confirm that I have read and agree to all school policies listed above and accept that non-compliance may result in disciplinary action or possible termination of enrolment.

Parent/Guardian Full Name: _____

Signature: _____

Date: _____

Learner Full Name: _____

Signature (if age 10+): _____

Date: _____

Witness: _____ Signature: _____

Date: _____

INDEMNITY FORM



LETTER FOR A LEARNER TO PARTICIPATE IN SPORT AND OTHER EXTRAMUAL ACTIVITIES

**NO LEARNER MAY PARTICIPATE IN ANY ACTIVITY, SCHOOL TRIPS, ETC.
UNLESS THIS FORM IS COMPLETED AND SIGNED.**

1. I,.....(Full names and Surname), the
2. parent,guardian of.....Grade....., hereby give permission for him/her to participate in the sporting and extra-curricular activities of Roosevelt Academy ('the school') and to go on approved school tours and excursions related to such sporting and extra-curricular activities.
3. I agree that, if in the option of the principal of the school or his/her delegated deputy, an emergency has arisen and medical treatment is deemed necessary for my child, the principal of the school or his/her delegated deputy shall have the authority (which is hereby delegated to the extent such delegation may be required) to consent to such medical treatment, including surgical intervention, on my behalf.
4. I accept that all precautions will be taken to ensure the safety and welfare of my child and that I will be held responsible for the payment of the medical and/or hospital accounts where applicable.
5. As far as I am aware my child is physically capable of participating in the said sporting or extra-curricular activities and that he/she is in good health. However, the persons responsible should please note the following: [Please state aspects that the teaching staff should be aware of e.g. allergies, tendency towards abnormal bleeding, epilepsy etc.]

.....
.....

6. The following information is essential in case of medical treatment or hospitalization:

6.1 Name and address of employer.....
...

6.2 Name of Medical Aid Fund.....

Membership No.

6.3 Name of family doctor.....Telephone number.....

Signature.....