# PRO ARTE ALPHEN PARK

*Posbus 36294, MENLOPARK, 0102*
*Tel: (012) 460 6221 Fax: (012) 346 1740*


2010-11-04

| **OMSENDBRIEF 14 / 2010** | **CIRCULAR 14 / 2010** |
|---|---|
| Geagte Ouers/Voogde | Dear Parents/Guardians |
| Ons finale eksamen begin op 8 November vir graad 8 – 11. | Our final examinations commence on 8 November for grades 8 - 11. |
| Die skoolrapporte sal op 10 Desember vanaf 8:00 tot 10:00 beskikbaar wees. Stuur asseblief 'n gefrankeerde koevert met 'n posseël sodat ons die rapport kan pos indien u dit nie kan afhaal op 10 Desember nie. | The reports will be released on 10 December between 8:00 and 10:00. Please send a self-addressed stamped envelope in order for us to post the report if you cannot collect it on 10 December. |
| Volgens ons skoolfooibeleid, moet skoolfooie ten volle betaal wees teen 1 Desember 2010. ***Ouers wie se skoolfooie agterstallig is teen 7 Desember en wie nie skriftelike reëlings vir betaling getref het nie, moet hul kind se rapport persoonlik by die SBL lede op 10 Desember tussen 8:00 en 10:00 afhaal.*** | According to our school fee policy, schools fees must be paid in full by 1 December 2010. ***Parents that are in arrears by 7 December and has not made a written arrangement for payment must collect their child's report personally from the SGB members on 10 December between 8:00 and 10:00.*** |
| Die skool mag nie toestemming verleen aan leerders om tydens die eksamen tuis te bly op dae wanneer hulle nie 'n vraestel skryf nie. Die Onderwysowerhede het ernstige beskouings oor leerders wat in die strate rondloop terwyl hulle eintlik in die skool moet wees. Die veiligheid van leerders is 'n prioriteit. Toesigklasse word beskikbaar gestel vir leerders wat nie skryf nie, maar skool toe kom op hierdie dae. Leerders moet derhalwe, waar van toepassing, die getekende afskeurstrokie hieronder toon om die terrein om 11:00 te mag verlaat, andersins mag hulle slegs die terrein om 13:15 verlaat. Alle moontlike geleenthede om te leer, moet benut word. Skryfsessies is van 07:45 tot 11:00, en vanaf 11:30 tot 15:00 afhangend van die lengte van 'n vraestel. U kind het die eksamenrooster. Vergewis uself asseblief van die inhoud daarvan. | The school may not grant permission for learners to stay at home when they are not writing a paper on a particular day. The Education authorities take a dim view of learners who wander the streets when they should actually be at school. The safety of learners is a priority. Supervision classes will be made available for learners who are not writing, but who come to school on those days. Learners must therefore, where applicable, produce the signed tear-off slip at the bottom of the letter to be allowed to leave the school premises at 11:00, otherwise they may only leave at 13:15. Every possible opportunity to study must be utilized. Sessions are from 07:45 to 11:00 and from 11:30 to 15:00 depending on the length of the paper. Your child has an examination timetable. Please familiarize yourself with its content. |
| Ouers moet asseblief toesien dat hul kinders handboeke vroegtydig inhandig soos met die leerders gereël. 'n Vorm is aan die leerders oorhandig vir voltooiing deur die vakonderwyser wanneer hulle boeke inhandig. Hierdie vorm moet aan die registeronderwyser teruggegee word op die laaste dag van hul eksamen. Ons kan nie toelaat dat skoolgelde vermors word op boeke wat nie ingehandig word nie. Neem asseblief kennis dat die handboek deposito R700 is. | Parents must please ensure that their children hand in textbooks timeously. The learners have been given a form that must be completed by the subject teacher when they hand in books. This form must be returned to the register teacher on the last day they write a paper. We cannot allow school fees to be wasted on books not returned. Please be advised that the textbook deposit is R700. |
| By die vergadering gehou op 3 November 2010, is die begroting vir 2011 goedgekeur. | At the meeting held on 3 November 2010 the budget for 2011 was approved. The fees for |

Die skoolgeld vir 2011 is vasgestel op R18,150.00 per jaar.

Skoolgelde vir 2011 kan as volg betaal word:

1. Eenmalige bedrag voor 2011-01-31 kwalifiseer vir 'n 10% afslag
2. 10% afslag vir tweede kind
3. Die kredietreëling is soos volg:
   Graad 8 – 11 : 11 paaiemente van R1500.00 vanaf 1/2/11 tot 1/12/11
   Graad 12 : 10 paaiemente van R1650.00 vanaf 1/2/10 tot 1/11/10
4. 11 of 10 vooruitgedateerde tjeks soos in 3 hierbo genoem
5. Maandelikse betaling per tjek, kontant of debietorder, is betaalbaar **voor die 7de van elke maand**

In terme van afdeling 39 van SASW is u aanspreeklik om skoolgelde te betaal. Ons wil u ook graag inlig dat Staatskoerant nr 29311 van 18 Oktober 2006 aangaande vrystelling van skoolfooie, nuwe riglyne vir vrystelling bevat. Indien u daarvoor kwalifiseer, kontak asseblief die finansiële kantoor.

Voltooi asseblief die aangehegte vorms en stuur dit so gou as moontlik terug na die skool. Ons moet dit op ons beurt aan die Departement van Onderwys voorlê.

Ek wens alle ouers 'n wonderlike en feestelike seisoen toe, en vertrou dat u die tydjie saam met u kind sal geniet. Die skool heropen op 12 Januarie 2011.

Vriendelike groete

**J GÜLDENPFENNIG**
**HOOF**

2011 were set at R18,150.00 per annum.

School fees for 2011 can be paid as follows:

1. Once-off before 2011-01-31 qualifies for a 10% discount
2. 10% discount for a second child
3. The credit arrangement is as follows:
   Grade 8 – 11: 11 x R1650 monthly payments from 1/2/11 to 1/12/11.
   Grade 12: 10 x R1815.00 monthly payments from 1/2/10 to 1/11/10
4. 11 or 10 post-dated cheques as in 3 above
5. Monthly payments by cheque, cash, or debit order are payable **before the 7th of every month**

In terms of section 39 of SASA you are liable to pay school fees. We would also like to inform you that the Government Gazette no 29311 of 18 October 2006, relating to school fee exemptions, has new guidelines for exemptions. Should you be eligible please contact the financial office.

Please complete the attached form and send it back to the school as soon as possible. We have to, in turn, submit it to the Gauteng Department of Education.

I would like to wish all parents a wonderful festive season, and trust you will enjoy the time with your child. The school reopens on 12 January 2011.

Kind regards

**J GÜLDENPFENNIG**
**PRINCIPAL**

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Ek, ………………………………, ouer van …………………. in Graad …. verleen hiermee toestemming dat my kind om 11:00 die skoolterrein mag verlaat.
I, ……………………………….., parent of ………………… in Grade …. hereby give permission for my child to leave the school grounds at 11:00.

Handtekening / Signature ……………………………….. (OUER / PARENT)

**PRO ARTE ALPHEN PARK**

**EXEMPTION OF PARENTS FROM PAYMENT OF SCHOOL FEES**

CHECKLIST FORM 2011

**NAME OF LEARNER: ___________________________ GRADE _____**

**(Mark with a cross in applicable box.)**

**1.** Has the principal informed you about the amount of the annual school fees to be paid?

| NO | YES |
|---|---|
| | |

**2.** Has the principal informed you that you are liable for the payment of school fees unless you are totally exempted from paying school fees?

| NO | YES |
|---|---|
| | |

**3.** Has the principal informed you about your right to apply for exemption from paying school fees?

| NO | YES |
|---|---|
| | |

**4.** Do you wish to apply for such exemption?

| NO | YES |
|---|---|

**5.** Do you wish to be assisted in making such application?

| NO | YES |
|---|---|

**6.** Has the principal informed you as to how to obtain an application for exemption form?

| NO | YES |
|---|---|
| | |

J GŰLDENPFENNIG
Name of Principal

_________________
Name of Parent

Signature of Principal

___________________
Signature of Parent

Date: 2010-11-04

Date: ______________

**THIS IS NOT A FINANCIAL EXEMPTION APPLICATION**