



# **RUSTENBURG HIGH SCHOOL FOR GIRLS**

## **ADMISSION POLICY**

*Revised October 2009*

In terms of Section 5(5) of the *South African Schools Act, No 84 of 1996*, the Governing Body of Rustenburg Girls' High School (RGHS) has approved of the following Policy for the admission of learners to the school.

### **Interpretation**

1. In this policy any expression to which a meaning has been assigned in the National Education Policy Act, 1996 (Act 27 of 1996), as amended, and the South African Schools Act, 1996 (Act No. 84 of 1996), as amended, has that meaning.

### **Admission Criteria**

2. Selection of a learner applicant for admission to RGHS shall be based on the following criteria, which are set out in no particular order:-
  - (a) The timely submission of a duly completed application form together with all the required supporting documentation (See section 6);
  - (b) The learner's proficiency in English, which is the language of learning and teaching at RGHS;
  - (c) Whether admission will be in the best interests of the learner, having regard to RGHS academic standards, and its requirement of participation in the sporting and cultural life of the school. Preference will be given to applicants with a suitable reference from their current school;
  - (d) The available number of places at the school given the maximum class sizes determined by the Governing Body from time to time, in accordance with the school's commitment to providing quality education to all its learners. The intake at Grade 8 level is limited to a maximum of 160 learners;
  - (e) The capacity of the school to provide for the educational needs and other special needs of the learner;
  - (f) The age of the applicant. Learners who are more than two years older than the statistical age norm per grade (which is the grade number plus 6), will only be accepted in exceptional circumstances.
  - (g) Proximity of the permanent residence of the learner to the school. Preference will be given to learners for whom RGHS is the nearest high school;
  - (h) The fact that the learner has or had a sibling at RGHS, except where this is not in the best interests of the learner; and
  - (i) The fact that the learner is the child of a past learner of RGHS, except where this is not in the best interests of the learner.

3. A learner will not be refused admission on the grounds of race, religion or culture.
4. RGHS will not administer any test relating to admission, except where placement in a specific course or programme is required, for example, music.

### **Documents Required For Admission of a Learner**

5. The school's Application for Admission form, duly completed and signed by the parent.
6. The following documents, to be submitted together with the completed and signed application form:-
  - (a) An official, unabridged birth certificate of the learner;
  - (b) Proof that the learner has been immunised against the following communicable diseases: polio, measles, tuberculosis, diphtheria, tetanus, and hepatitis B;
  - (c) A copy of the learner's most recent report card issued by the previous school attended by the learner;
  - (d) If the last report card is not available, a written affidavit from the parent, stating the reason for not having the report card, and authorising the previous school/s to supply other equivalent documentation and information concerning the learner;
  - (e) A copy of a utilities account or lease agreement;
  - (f) A passport size photo of the learner;
  - (g) A copy of each parent's identity document; and
  - (h) Such additional documents as may be prescribed by the School Governing Body from time to time.

### **Procedure**

7. Applicants will be required to complete the school's Application for Admission form and to submit this, together with the documents referred to above, to the school, by the required date set by the school.
8. The applications will be screened for eligibility in terms of the Admission Criteria and eligible learners and their parents may be invited to attend an information session before a decision on admission is made.
9. Attendance at an information session does not guarantee admission to RGHS and prospective parents are advised to apply to other schools as well.
10. Where an application for admission is successful, parents will be notified in writing and must respond in writing by the stipulated deadline, indicating whether or not the learner will take up the place offered and must then complete all the required documentation.
11. Where an application for admission to RGHS is refused the Principal will inform the parent/s in writing. Reasons for such refusal will be given on request.