



RUSTENBURG GIRLS' HIGH SCHOOL

ADMISSION POLICY

Revised September 2018

In terms of Section 5(5) of the *South African Schools Act, No 84 of 1996*, the School 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 discretionary considerations, which are set out in no particular order:

- (a) The timely completion of an online application and submission of 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 expectations, and its requirement of participation in the sporting and cultural life of the school.

Consideration will only be given to applicants with a suitable reference from their current school. A learner's disciplinary record may also be taken into account when admission is considered;

- (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 180 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.
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 following documents, to be submitted once the online application process has been completed:
 - (a) A *certified copy of an official, unabridged birth certificate of the learner;
 - (b) A *certified copy of a valid passport and study visa if the learner is an immigrant;
 - (c) A *certified copy of both parents' or legal guardians' identity documents;
 - (d) A *certified copy of a recent rates account (i.e. not older than three months) or a lease agreement;
 - (e) A *certified copy of the learner's most recent report card issued by the previous school attended by the learner;
 - (f) The completed Learner Declaration and Information Form (Annexure A);
 - (g) The completed Parent/Guardian Declaration (Annexure B);
 - (h) The completed Confidential Referral Form from the learner's current school (Annexure C); and
 - (i) Such additional documents (or *certified copies thereof) as may be prescribed by the School Governing Body from time to time.

PLEASE NOTE: *All certified documents may not be more than three months old.

PROCEDURE

6. Applicants will be required to complete the online application and submit all the relevant, required documents referred to above, to the school, by the required date set by the school.
7. Should the online application for admission be incomplete, or should any of the required documents not be provided, the application will not be considered for admission, until such time as all the required information and supporting documents have been received.
8. Should any of the information provided or supporting documents supplied be found to be fraudulent, altered or falsified in any way, the application will be rejected without further consideration.
9. 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.
10. Attendance at an information session does not guarantee admission to RGHS and prospective parents are advised to apply to at least three other schools as well.
11. 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. Parents must then complete all the additional required documentation. If parents do not respond by the stipulated deadline, their child will forfeit the place offered at RGHS.
12. 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.

ACCEPTANCE INTO THE HOSTEL

Selection of a learner for acceptance into the RGHS hostel, assuming that she has already been accepted as a learner into the school, shall be based on the following discretionary considerations, which are set out in no particular order:

- The capacity of the hostel to accommodate the learner, which is limited to a maximum of 76 girls;
- The availability of a place in the grade into which the learner is being accepted at the school. As far as possible, hostel places will be evenly spread across the grades (i.e. approximately 14 - 16 girls per grade);
- The length of time for which boarding is required. Preference will be given to those who will require boarding for the duration of their high school career;
- The fact that the learner is a South African citizen or is a permanent resident in the Western Cape;
- The distance of the learner's permanent residence from the school. Preference will be given to those who live furthest away and need boarding in order to attend the school;
- The reason/s for requesting boarding, which must be in the child's best interests;
- The fact that the learner has a sibling and/or other family members who have been boarders at RGHS;
- The fact that the learner has a brother who is a boarder at Rondebosch Boys' High School; and
- The ability of parents to provide alternate accommodation for out weekends and school holidays.