`

Kindly **submit this page only** for the Pre-primary and Elementary applications.

Please **PRINT** so that we can capture your details accurately.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Surname: | | | Child’s first name(s): | |
| Admission Year: | | Grade: | | Present Grade: |
| Male / Female: | | | Date of Birth (dd/mm/yyyy): | |
| Does the child have a sibling at Silveroaks? | | | Y / N | |
| Name: | | | Grade: | |
| Brothers or sisters on Silveroaks waiting list? | | | Y / N | |
| Name: | | | DOB (dd/mm/yyyy): | |
| Immigrant? | Y / N | | Nationality: | |
| (Non-South Africans need a permit number to enrol) | | | | |
| Population Group/Race: Black Coloured Indian White Other: | | | | |
| Home Language: | | | Language of instruction: | |
| Present School and Region: | | | | |
| Grade repeated: | | | Disability/Special Needs/Remedial Education/OT (Explain): | |
| Full Name of Father: | | | | |
| Occupation: | | | I.D. No: | |
| Tel No (H): | | | Cell No: | |
| Email (W): | | | | |
| Name of Mother (underline surname): | | | | |
| Occupation: | | | I.D. No: | |
| Tel No (H): | | | Cell No: | |
| Email (W): | | | | |
| If separated, who does child live with? (Communication will go to this parent): | | | | |
| Child’s residential address: | | | | |
| Postal address: | | | | |
| Please see the explanation regarding Silveroaks Montessori School’s Waiting List.  “I the undersigned, have read the explanation regarding Silveroaks Montessori School’s Waiting List and understand that this form does not guarantee enrolment at Silveroaks Montessori School.”  Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Please email/return the completed form to accounts@silveroaksmontessori.co.za. You will receive written confirmation of receipt of your application within a month. | | | | |
| (FOR OFFICE USE ONLY) Receipt No: Date: Learner No: | | | | |

Silveroaks Montessori School Application and Waiting List – Explanation

Thank you for considering Silveroaks Montessori School. Kindly read this form before applying, and keep this page for your records

**Submitting a form does not guarantee enrolment but rather, confirms your interest in Silveroaks Montessori School.** Your application will place you on the waiting list. Silveroaks Montessori will contact you as soon as an appropriate place becomes available for your child. Should you not gain a place in the year specified, your application will be rolled over to the following year(s).

We ask that you contact us at info@silveroaksmontessori.co.za should any of your details change, the onus is on the parent(s) to inform us of changes. Should attempts to reach you fail, we will cancel the application.

For your own records, kindly write below the details that you have provided.

Child’s surname: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Postal address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name of Father: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Cell No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email (W): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Full Name of Mother (incl. surname): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email (W): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Silveroaks Montessori has a well-known reputation as a school of excellence. Consequently we tend to have waiting lists and the length of time spent on a waiting list is difficult to predict. We would encourage applicants to consider applying elsewhere in addition to Silveroaks Montessori, to avoid future disappointment and anxiety. Apart from Grade R and Grade 1 which see relatively large intakes of children, we are generally able to offer you a place in the Pre-Primary and Elementary only after a current pupil has notified us of his/her intention to leave. This can happen at any time during the school year and we will seek to fill that place immediately.

**STEPS TO PRE-PREP ADMISSION**

Key to Pre-Prep Grades

**Pre-primary:** 2 years - 6 years

**Grade 1:** Turning 7 years

**Step 1** – Visit Silveroaks Montessori Pre-primary School and submit an application for placement on the waiting list. Please contact us at 082 593 4238 or [info@silveroaksmontessori.co.za](mailto:info@silveroaksmontessori.co.za) to put your name down for a tour. The tour is not mandatory, but advisable.

**Step 2** – Silveroaks Montessori will contact you when we can offer you a place.

**Pre-primary process:**

• Silveroaks Montessori begins the admission process for Pre-primary in July before the start of the third term of the previous academic year.

• We first make offers to siblings of existing Silveroaks Montessori pupils and then take into account the application dates. We take gender and age into consideration when we compose the class. Final offers and invitations to enrol at Silveroaks Montessori are conditional upon an interview between the Head and the parent(s).

• Parents confirm their acceptance with a deposit and enrolment form within a few weeks following the interview, if offered a place.

• We inform all remaining parents on the pre-primary wait list of the outcome by September of the preceding year.

**Senior Pre-primary process:**

We make offers only when current children leave the school as departures can take place at any time of the year. If we have vacancies at any point during the year, we will first contact siblings and then other applicants on the waiting list. If you are interested in a January start in the Pre-Primary only, please note that we cannot make decisions about January admission for any given year until the September in the preceding year. Admission is subject to an interview with the parents.

**Step 3** – Ensure that we have your correct contact details. We will not cancel your application until you tell us to do so, or until we aren’t able to contact you using the details provided.

**STEPS TO ELEMENTARY SCHOOL ADMISSION**

Key to Elementary Grades:

**Junior Elementary (Grade 1 – Grade 3):** For children turning 7 years until 9 years)

**Senior Elementary (Grades 4 – 7:** For children 10 years -13 years.

**Step 1** – Visit Silveroaks Montessori Elementary and submit an application with a copy of the most recent school report and remedial/therapy reports. Please contact us at 082 593 4238 or info@silveroaksmontessori.co.za to make an appointment for a tour.

**Step 2** – Silveroaks Montessori will contact you when there is a possibility of a place. Majority of our Elementary children feed from our Pre-Primary School. To fill the available Elementary places, we refer to the waiting list and invite children in for an assessment before August of the previous year. Siblings of existing Silveroaks Montessori pupils take priority. For Grades 2 to 7, for most part, we are able to offer places only when our current children leave the school. When this occurs we refer to the waiting list, request a copy of the most recent school report, and any remedial/OT reports (if any), and invite a prospective student for an assessment and interview. If offered a place following the assessment, parents confirm their acceptance with a deposit (one month’s school fees), administration fee (R300) and enrolment form within a few weeks.

**Step 3** – Ensure that we have your correct contact details. We will not cancel your application until you tell us to do so, or until we aren’t able to contact you using the details provided.