

Paidion Elementary School | No. 1 Mackay Street | Richmond Hill | Port Elizabeth | 6001
Cell: +27 069 236 5351 | E-mail: paidionelementaryschool@gmail.com

WELCOME TO PAIDION ELEMENTARY SCHOOL

Paidion Elementary School is a Christian Early Childhood Development Centre focusing on the holistic approach of the child development.

Our mission is to help children develop in a positive Christ centred environment that integrates faith and learning.

Paidion Elementary school's ethos is aimed at optimizing each child's learning potential. To achieve this aim Paidion strives to create the warmth and nurturing environment necessary for each child to feel safe and loved.

Our core values are:

- To shape today the young future leaders and future community members in general, in sound and excellent principles for a prosperous nation.
- Partner with families to introduce God's Plan and teach Jesus' love to the children encouraging His values and character in their lives.
- Provide children with safe, loving and nurturing environment.

Thank you
Paidion Elementary School.



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APPLICATION FOR ADMISSION

Applications will be accepted **ONLY** with submission of **ALL** relevant certified documentation.

Year applying for

PHOTO OF CHILD

CHILD'S DETAILS:

SURNAME:										
FIRST NAME (s):										
DATE OF BIRTH:										
HOME ADDRESS:										
ID /PASSPORT No:										
GENDER: (tick)	M	F	NATIONALITY:							
RELIGION/DENOMINATION				POPULATION:	A	C	I	W	Other	

PARENT/ GUARDIAN DETAILS:

(Parents / guardians must inform the school as soon as it is practicable of changes to contact details)

	Father / Male guardian	Mother/Female guardian
SURNAME:		
FIRST NAMES:		
ID No./ Passport		
CHURCH:		
OCCUPATION:		
EMPLOYER:		
TELEPHONE:		
MOBILE:		
E mail:		

Medical Information: Please provide comprehensive details about any allergies your child might have. Please indicate anything else that may be helpful in taking care of your child such as stuttering, epilepsy, Diabetes, biting etc.

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EMERGENCY CONTACT DETAILS:	TRANSPORT DETAILS (Name of a person authorized to collect your child)
Full names:	Name:
Contact Number/s:	Contact details:
Address:	Relationship to a child:

The Fee Structure (2026) at Paidion Elementary School is as follows:

SCHOOL FEE STRUCTURE			
Feb - Nov	Monthly over 10 months	Quarterly from 31.01.2026	Upfront amount if paid by 31.01.2026
R16 000	R1 600	R4 000	R15 200 (5% discount)
R300 (once off) per child non-refundable registration fee that is paid when submitting application forms.			
Siblings (brother or sister) discount: 15% per 2nd sibling except for January and December months			
Daily rate: R100 per child, paid upfront.			
Late pick-up penalty fee: R80			

Banking Details

Please use electronic banking systems as the school does not accept cash payments on the premises.
 Please see details below.

Bank Name : NEDBANK

Account Holder: THE ARK-UMKHOMBE

Account Number: 1227258747

Branch Code: 198765

Reference to be used: Child's name or account number, whichever is applicable.

Disclaimer

Paidion will not change its bank account without formally informing parents/guardians. You are responsible to ensure that fees paid reach our bank account. If unsure, you must call the school and obtain written confirmation of change of bank accounts. Paidion will not be liable for funds paid into an incorrect account.

TERMS AND CONDITIONS

I/We understand that:

1. Paidion Elementary School is a fee-paying Christian school, and the current compulsory school fees (for 2026) is outlined above.
2. In terms of a resolution adopted by the majority of parents at the last General Meeting of parents held on the 14, November 2024, payment of school fees is obligatory and that I/we as parents am/are liable for such compulsory school fees which liability may be enforced by due process of law in the event of non-payment. I/we declare that I/we am/are in a financial position to pay the compulsory school as adopted;
3. payment is to be effected by EFT;
4. both parents are jointly and severally liable for payment of such compulsory school fees;
5. in the event of school fees not being paid by the due date, (monthly, quarterly or annually), such failure on my/our part will cause the whole outstanding balance of the annual school fees to become immediately due and payable;
6. in the event of the school being obliged to hand over for collection through its attorneys any outstanding school fees, I/we shall be liable for the legal costs incurred by the school for the collection of such outstanding fees;
7. I/we shall be liable to pay interest on any school fees not paid on the due date for payment of such fees at the rate of 5% per month calculated from due date to payment in full;
8. I/we am/are to give written notice of not less than one school term in advance of my/our intention to remove the child from the school. Failure to do so will result in paying a term's fees in lieu of notice;
9. In my/our personal capacity, on behalf of the child in my/our capacity as parent/guardian, I/we hereby agree to:
 - a. Pay the stipulated compulsory school fees in full as arranged ;
 - b. Pay any bank charges, legal fees and interest on any outstanding fees;
 - c. **Notify the Principal, in writing, in the event of my child leaving the school at least a month in advance**

DECLARATION BY PARENT/GUARDIAN – TO BE COMPLETED BY BOTH PARENTS

• I/we (name/s)..... declare that all particulars furnished by me/us on this form are true and correct and give permission for the details / information to be confirmed and / or verified.

• I /we confirm that I / we understand and adhere to admission policy for enrolment at PAIDION ELEMENTARY SCHOOL.

Signed aton thisday of..... 20....

FATHER / MALE GUARDIAN

MOTHER / FEMALE GUARDIAN

Completed application forms with accompanying documents can be hand-delivered or e-mailed to the e-mail address on the letterhead.



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THE FOLLOWING ITEMS MUST ACCOMPANY THIS APPLICATION:	FOR OFFICE USE ONLY: (Pls tick)
1. Completed and signed Admission Form	
2. Proof of Registration deposit	
3. Copy of the child's clinic card	
4. Certified copy of the child's Birth Certificate	
5. Certified copy of identity document of both parents and/or guardian.	
6. Copy of the most recent utilities (lights/water/rates) account as proof of residential address.	
7. If either parent is self-employed, please supply company registration documents or VAT registration documents.	
8. Copy of child support grant if applicable	
9. Listed items requested as per age group	
10. Small blanket	
11. PVC covered mattress <i>(available at Game / Toys R Us)</i>	

THIS APPLICATION WILL NOT BE CONSIDERED IF THE ABOVE-MENTIONED ITEMS DO NOT ACCOMPANY THE APPLICATION FORM, NOR WILL IT BE CONSIDERED IF NOT COMPLETED IN FULL.

This form must be returned, at least 48 hours prior to the child's chosen start date.

FOR OFFICE USE ONLY:

ADMISSION OF CHILD

Accepted / Not accepted *(select one)*

Sign.....
 Principal: Paidion Elementary School

Date



INDEMNITY FORM

Child's name:

I, the undersigned, herewith acknowledge that I have received a copy of the admission policy of Paidion Elementary School.

.....
(Print Full Names & Surname)

Signature:

Date:

1. LOSS/DAMAGE

I hereby release, Paidion elementary school, its directors, principals, employees, agents or contractors, to the extent permissible by law, from any and all liability for any loss or damage, injury to my person or child, damage to my property or that of my child, arising from the performance of our agreement, where such loss, damage or injury is not caused by any gross negligent act or omission or wilful misconduct on the part of Paidion elementary school, its directors, principals, employees, agents or contractors.

.....
(Print Full Names & Surname)

Signature:

Date:

2. ACCIDENTS/ILLNESS

I, the undersigned, herewith give my consent that in case of extreme emergency (on accident or sudden illness etc.) my child may be taken to the nearest doctor or medical centre/hospital for treatment. I understand and accept that all medical costs will be for my account.

.....
(Print Full Name & Surname)

Signature.....

Date.....



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3. EXCURSIONS

I, the undersigned, herewith give permission for my child to go to an education excursion using lifts from parents or public transport and any other person cannot be held liable in case of an accident of whatever nature.

.....
(Print Full Name & Surname)

Signature..... Date.....

4. PHOTOGRAPHS/VIDEOS

Photographs of or videos featuring my child may be taken for publishing on the school's website/ Facebook, communication platforms. This consent will be valid during the term of my child's enrolment or until withdrawn in writing by contacting the principal of the school.


.....
(Print Full Name & Surname)

Signature..... Date.....

Kindly Sign and return to the school.

2026 ITEMS REQUIRED FROM THE PARENTS

GENERAL REQUIREMENTS FOR **ALL** AGE GROUPS:

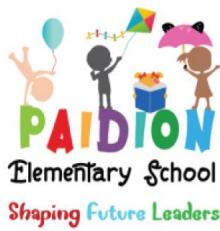
- A copy of Clinic Card and Birth certificate
- Copy of ID/ Passport or Permit for Both Parents
- Proof of residence
- Extra sets of clothes
- At least 4 nappies / day for those using nappies.
- 2 Liter empty ice cream container (*for stationery*)
- Small blanket
- 1 standard PVC covered mattress  (*for new children*)

2 YEARS:

- 3 Boxes of tissues per year
- Pack of Wet Wipes
- Vaseline / rash / Bum cream
- 4 x 43g Pritt per year
- 1 pack of Staedtler noris colour pencil (12's)
- One ream of A4 photocopy paper per year
- Apron for Painting
- 30 pages Flip file
- Small blanket

3-4 YEARS:

- 3 Boxes of tissues per year
- 10 Toilet Paper Rolls per year
- Vaseline for the face
- Pack of Wet Wipes
- 4 x 43g Pritt per year
- 1 box of wax crayons per year
- 1 pack of Staedtler noris colour pencil (12's or 24's)
- One ream of A4 photocopy paper per year
- Apron for Painting
- 1 Quire book
- 30 pages Flip file
- Small blanket



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4-5 YEARS:

- 3 Boxes of Tissues per year
- 10 Toilet Paper Rolls per year
- Vaseline for the face
- Pack of Wet Wipes
- 4 x 43g Pritt once a year
- 1 box of wax crayons per year
- 2 boxes of pencil crayons per year
- 12 HB Pencils per year
- 1 Quire Book
- One ream A4 photocopying paper per year
- Apron for painting
- 30 Pages Flip file
- Small blanket

All of the above items must be clearly labelled with your child's name