



FAMILY REGISTRATION FORM 2026

Mother/Guardian:

First Name: _____ Last Name: _____
Physical Address: _____
Occupation: _____ Employed by: _____
Home Phone Number: _____ Work Phone Number: _____
Work Address: _____
Cell Phone Number: _____ Email: _____

Custodial Parent (If married, mark both parents)

() Married () Single () Divorced () Separated () Widowed () Other _____

Father/Guardian:

First Name: _____ Last Name: _____
Physical Address: _____
Occupation: _____ Employed by: _____
Home Phone Number: _____ Work Phone Number: _____
Work Address: _____
Cell Phone Number: _____ Email: _____

Custodial Parent (If married, mark both parents)

() Married () Single () Divorced () Separated () Widowed () Other _____

Learner 1# Information:

First Name: _____ Last Name: _____
Name that child prefers to be called: _____ Class: _____
Gender: () Male () Female Date of Birth: _____
Nationality: _____ Religion: _____

List any medical conditions, medication and/or special attention that your child may require:

Allergies: _____ Paediatrician's Name: _____

Paediatrician's Contact Number: _____

Photographs: May we take and maintain photographs of your child? () Yes () No

Learner 2# Information:

First Name: _____ Last Name: _____
Name that child prefers to be called: _____ Class: _____
Gender: () Male () Female Date of Birth: _____
Nationality: _____ Religion: _____

List any medical conditions, medication and/or special attention that your child may require:

Evergreen Learning Centre



Allergies: _____ Paediatrician's Name: _____
 Paediatrician's Contact Number: _____
 Photographs: May we take and maintain photographs of your child? () Yes () No

Learner 3# Information:

First Name: _____ Last Name: _____
 Name that child prefers to be called: _____ Class: _____
 Gender: () Male () Female Date of Birth: _____
 Nationality: _____ Religion: _____
 List any medical conditions, medication and/or special attention that your child may require:

Allergies: _____ Paediatrician's Name: _____
 Paediatrician's Contact Number: _____
 Photographs: May we take and maintain photographs of your child? () Yes () No

Emergency Contact & Authorised Pick up Persons:

1. First Contact/Pick Up: Name: _____ Cell: _____
 Relationship to the child: _____
2. Second Contact/Pick Up: Name: _____ Cell: _____
 Relationship to the child: _____
3. Third Contact/Pick Up: Name: _____ Cell: _____
 Relationship to the child: _____

Tuition/ Payment Information:

All Applicants are to pay our non-refundable application Fee: E550.00 upon acceptance.
Please indicate which option suits your family best:

Option 1:	Full Time Learner; <i>(Attends on Mondays to Fridays)</i>	Applicable to all age groups/ all classes. E6500.00	Payment Terms: Half of fees payable at the beginning of each term. Half of term fees to be settled by Mid-Term Break.	Tick:
Option 2:	Part Time Learner; <i>(Attends on Mondays/Wednesdays and Fridays)</i>	Applicable to Seeds Class, (Born in 2024) and Sprouts Class (Born in 2023) ONLY E4000.00	Payment Terms: Part Time fees are to be settled in full at the beginning of each term.	Tick:

- **Tuition Fees** are payable on the **first day of each month of the Term**. Please see our school calendar attached.
- For those parents/guardians, who are unable to pay Tuition Fees per Term; **half of the Tuition Fees are payable by the first day of the month of beginning of each term and the other half of Tuition is due by Mid-Term Break.**



- **Part-Time Fees are payable per term**; at the beginning of each term. We encourage parents to send their child/children on a full-time basis once they reach our Blossom's Class. (3-4 years of age)
- **Please pay Tuition Fees directly into Evergreen Learning Centre's Bank Account.** In order to ensure that our Learning is a safe environment; we prefer to avoid cash transactions at our Learning Centre. Please send proof of payment via email/ What's Up.
- **Please use your child's name as a reference for payments.**
- **We expect a full terms paid notice if your child is relocating or leaving our Learning Centre.**

Bank Account Details:

First National Bank

Account name: Evergreen Learning Centre

Account Number: 625 252 40925

Branch: 28 12 64

Please outline below who is responsible for payment of Tuition Fees. Indicate if parents/guardians are divorced and split the Tuition Fees, or if the Tuition Fees is the responsibility of an adult other than the parents listed above.

Additional Comments & Information:

Is there any other information that would be helpful to our management and teaching staff?

A: Immunisation Card and Birth Certificate: Please attach certified copies of your child's Immunisation Card and Birth Certificate to the Registration Form. Thank you.

B. Code of Conduct: Please be so kind as to **read and sign** our Learning Centre Code of Conduct and return with your Family Registration Card. Thank you.

C. Additional Costs:

- 1. Extra- Curricular Activities:** We offer extra-curricular activities such a Ballet with Miss. Velile; Ball Skills with Coach Delisa; Dance with Coach Treasure and Swimming Lessons with Miss. Janice. These activities are optional. If you would like your child to participate in extra-curricular activities; please contact and pay respective coaches directly.
- 2. Tasty Tuesday:** We celebrate Tuesdays by selling treats at E5.00 every week. This is optional. We save the income to rent a jumping castle on the last day of each term- weather permitting.
- 3. Class Excursions:** The Buds and Flowers Class Learners' participate in a class excursion once a year. This is an additional cost as well. The cost depends on the price of entrance fee/ bus fare. We have been on class trips to Mlilwane Game Reserve; Swazi Candles; The Eswatini Reptile Centre and Nyandza Stables.
- 4. Photographs:** Every year we have photographs taken, by a professional photographer, of our super special learners, we offer different options which include individual/class photographs. This cost is not included in school fees.
- 5. Uniforms:** We also offer our parents and guardians the option to order uniforms. Order forms are sent out in January and June of each year. Parents/Guardians select which uniform options that they would like and attach the exact amount of cash to the form, as we pay the supplier directly.

D. Stationery: We provide all necessary stationeries for your child at Evergreen Learning Centre. This includes a Portfolio File; Journal and Communication Book. We provide all craft materials as well.

E. Annual Contributions: We ask that each family please contribute a box of tissues and two packets of wet wipes at the beginning of each school year. Thank you.

If you have any further queries, please contact me; Natasha on 7696 4101/2411 1615.
Email: natasha@evergreenlearningcentre.com

Parent's Signature: _____ Date: _____

