



Application | Preschool – Grade 7

Out of the Box Academy Pty Ltd
43 Robin drive, Fourways, Sandton, 2196
<http://otbacademy.co.za>

Please complete in full and return as soon as possible to secure a place.

How did you hear about us?

Google ☐ Social Media ☐ Referral ☐ Drive by ☐ Event ☐

Other

Learner information

Learner Full Name

Preferred Name

Date of Birth (YYYY|MM|DD)

ID / Passport No.

Citizenship

Home Language

Residential Address

Suburb / City

Learner Email (if applicable)

Learner Mobile

Previous School

Grade Completed

Start Term

Q1 ☐ Q2 ☐ Q3 ☐ Q4 ☐

Aftercare Required?

Yes ☐ No ☐

I have read and understand the Academic Year 2026 Application Form and have filled it in as accurately as possible.

Initial



Fees and Financial Terms

Out of the Box Academy Pty Ltd
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A non-refundable R450 registration fee, and a nonrefundable deposit of the equivalent to one month's school fees is required. (See below prices)

A Fees are payable as follows over a 12-month period

Learner information

Learner Full Name

Preferred Name

Grade	2026
Preschool	R5250
Grade 00	R5850
Grade 0	R6500
Grade 1	R7350
Grade 2	R7350
Grade 3	R7350
Grade 4	R8000
Grade 5	R8000
Grade 6	R8000
Grade 7	R8600

School Terms 2026

Term 1: Months of Jan, Feb and March

Term 2: Months of April, May and June

Term 3: Months of July, Aug and Sept

Term 4: Months of Oct, Nov and Dec

Bank: Standard Bank
Account Name: OTB Academy Pty Ltd
Account No: 2830 326 18
Branch Code: 051 001

Please email proof of payment to
vikki@otbacademy.co.za
shannon@otbacademy.co.za
info@otbacademy.co.za

Signature

Date

Office use only. Application No.

Date received:

Accepted: Y

N

I have read and understand the Fees and Financial terms 2026 Form and have filled it in as accurately as possible

Initial



Registration Form – Academic Year 2026

Out of the Box Academy Pty Ltd
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Grade Applying For:

A. Learner Information

Learner Full Name

Date of Birth (YYYY|MM|DD)

Citizenship

Residential Address

Learner Email (if applicable)

Previous School

Start Term

Q1 ☐ Q2 ☐ Q3 ☐ Q4 ☐

Preferred Name

ID / Passport No.

Home Language

Suburb / City

Learner Mobile

Grade Completed

Aftercare Required?

Yes ☐ No ☐

Transport

Transport Person 1 Name

Person 1 Contact No.

Transport Person 2 Name

Person 2 Contact No.

Special Dietary Requirements

Religious Considerations

I have read and understand the Academic Year 2026 Registration Form Section A and have filled it in as accurately as possible

Initial



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Home Routine

Are there any areas of concern?

Religious Beliefs

Birth History

Was baby ☐ Premature ☐ Due Date ☐ Late ☐

Complications **during** birth?

Complication **after** birth?

Milestones

Crawled at mnths Walked at mnths Talked at mnths

Therapy and Assessments

Please indicate whether your child has participated in or received any of the following therapies or assessments:

					Name of service provider	Contact Number
Educational Assessment	Yes	☐	No	☐		
Occupational Therapy	Yes	☐	No	☐		
Physiotherapy	Yes	☐	No	☐		
Speech Therapy	Yes	☐	No	☐		
Other						
Any diagnosed condition?						

I have read and understand the Academic Year 2026 Registration Form Section A and have filled it in as accurately as possible

Initial



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Out of the Box Academy Pty Ltd
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B. Parent / Guardian Details

Primary Guardian Full Name

ID / Passport Number

Mobile Phone

Employer Name

Employer Address

Secondary Guardian Full Name

Are guardians married / cohabitating?

Yes

☐

No

☐

Billing Responsible Party?

If other, please give full name

If other, please provide contact number

Relationship to Learner

Email

Home Phone

Employer Phone

Employment Number

Relationship

Court Orders / Custody Documents?

Yes

☐

No

☐

(If yes, please attach with forms)

I have read and understand the Academic Year 2026 Registration Form Section B and have filled it in as accurately as possible

Initial



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C. Emergency Contacts (other than guardians)

Name	Contact Number
1.	
2.	
3.	
4.	

D. Medical and Support Information

Medical Aid Scheme 	Member Number
Main Member Name 	Family Doctor Name
Doctor Phone Number 	Allergies
Chronic Conditions 	Medications
Learning Support Needs (IEP/OT/SLT) Yes ☐ No ☐	Consent to share with staff? Yes ☐ No ☐
Immunisations up to date? Yes ☐ No ☐	Vision / Hearing Concerns? Yes ☐ No ☐
Emergency Treatment Consent? Yes ☐ No ☐	Ambulance Consent? Yes ☐ No ☐
Special needs accommodations required? Yes ☐ No ☐	Assistive tech required? Yes ☐ No ☐

I have read and understand the Academic Year 2026 Registration Form Section C and D and have filled each in as accurately as possible

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Medical Notes (is there anything else that we have not covered, that you would like us to be aware of?)

E. Permissions and Consents

Yes No

- | | | |
|--------------------------|--------------------------|---|
| ☐ | ☐ | Use of learner image / video in social media (website / social platforms / marketing) |
| ☐ | ☐ | Local excursions / educational outings and transport by approved providers |
| ☐ | ☐ | Participation in sport and physical activities on school premises |
| ☐ | ☐ | Sunscreen application by staff when necessary |
| ☐ | ☐ | WhatsApp / SMS / email communication for school matters |
| ☐ | ☐ | Collection by designated transporter / au pair listed above |
| ☐ | ☐ | First Aid by trained staff; emergency treatment and ambulance if required?** |

** Our staff are all First Aid qualified.

F. Code of Conduct and Policies Acknowledgement

Yes No

- | | | |
|--------------------------|--------------------------|--|
| ☐ | ☐ | I/We have read and agree to abide by the School Code of Conduct, Antibullying Policy, IT/Device usage Policy, Attendance Policy, and Health and Safety protocols. Copies are available on request and on the school website. |
|--------------------------|--------------------------|--|

I have read and understand the Academic Year 2026 Registration Form Section E and F and have filled each in as accurately as possible

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G. Fees and Financial Terms

A non-refundable R450 registration fee. In addition, a non-refundable deposit, equivalent to one month's school fees is required.

Registration Fee (non-refundable) R

Deposit (non-refundable) R

(allocated to development / maintenance fund)

Annual Tuition R (per month over 12 months) Grade R

Aftercare R

Other levies R

Payment Terms: Monthly in advance preferably by the 28th of each month no later than the 1st of each month via EFT. No annual prepayment discounts unless specifically offered in writing.

NOTICE: Overdue accounts and Suspension of Service

- Where tuition and/or ancillary fees remain unpaid after the due date, the school may suspend all services to the learner – this includes classroom attendance, co-curricular activities, issuance of reports, assessments and access to school platforms, until the account is fully settled and brought into good standing.
- Time lost during suspension does not qualify for a refund, credit or fee reduction. Parents / Guardians are responsible for ensuring the learner catches up on all missed academic work.
- Reinstatement occurs on confirmation of cleared funds and any applicable re-admission conditions communicated by the school.
- This remedy is without prejudice to the schools right to charge late payment interest (if applicable), recover collection costs, or proceed with handover in accordance with the Enrolment Terms.

I have read and understand the Academic Year 2026 Registration Form Section G and have filled it in as accurately as possible

Initial