

Class:	_____
Teacher:	_____

(for office use)



Garden Road
MONTESSORI PRE-SCHOOL

Cultivating the future

2021 ADMISSION DOCUMENTS TO BE COMPLETED

Dear Parent, kindly complete the attached forms and let us have them back at your earliest convenience to admin@grdm.co.za or the office.

STUDENT INFORMATION: **GRM#**

Full Name:

Annexure B

Child Photo/Video Consent Forms - 2021

We would be grateful if you would fill in this form to give us permission to take photos of your child and use in our printed and online publicity. I give Garden Road Montessori Pre School permission to take photographs and / or video of my child.

I grant / do not grant GRDM full rights to use the images resulting from the photography/video filming, and any reproductions or adaptations of the images for fundraising, publicity or other purposes to help achieve the group's aims.

This might include (but is not limited to), the right to use them in their printed and online publicity, social media, press releases and funding applications. (send to admin@grdm.co.za)

Signature :

Date :

Parent (Name)
Guardian :

GRM# :

Annexure C

Birthday Celebration of Life - 2021

Child: _____

Birthday Date: _____

Age: _____

Celebration Date: _____

Celebration of Life

A Celebration of Life is a wonderful way to celebrate a birthday by honoring a child’s life and accomplishments. If possible, please find a picture for each year of their life and write a short life story to be brought in to school for this celebration (the photos will be returned). The following is **a sample** life story. We ask that you let your child participate in selecting pictures and writing his or her life story for this celebration.

THE STORY OF _____

_____ was born on _____ (month, day, year), in _____ (city, state, country, continent) on the planet earth. He/she had to be held and taken care of all the time, couldn’t talk to or tell mom or dad what was needed, had to wear diapers, drank lots of milk and slept most of the time.

By _____ months he/she could _____ (sit, up by his/herself, crawl, etc).

When _____ was 1 year old he/she _____ (learned to walk, etc). He/she loved to _____.

At 2 years old _____ (learned to use the potty, etc) _____.

When _____ was 3 years old he/she (came to Montessori school, could talk in whole sentences, run, ride a tricycle) and loved doing _____. At home he/she helped by _____.

And now _____ is _____ years old! He/she can _____ all by his/herself! His/her favourite colour is _____, favourite food is _____, favourite activity is _____ etc.

The Celebration of Life is done during opening circle. You are welcome to join your child’s celebration by reading your child’s story as they carry a globe and walk around a sun that is place in the middle of the circle. If you are unable to attend, a teacher will read it. In either case, thank you for your help in making your child’s celebration a meaningful and memorable event.

Annexure D

Indemnity Form - 2021

I,, being parent or legal guardian of, acknowledge that whilst my child is attending Garden Road Montessori, the staff of Garden Road Montessori will at all times use their best endeavours to ensure the safety and wellbeing of my child.

By these presences unconditionally and irrevocably absolve and waive any claims against Garden Road Montessori and/ or employees for any loss or damage to any property, whether by act or omission sustained howsoever arising and from any injury, illness or death arising from and relating to the aforesaid child or property of the child or any property belonging to any third party for such period as the aforementioned child attends the Garden Road Montessori Pre-School.

I irrevocably nominate, constitute and appoint Mrs. Delicia Moraleda or her delegate to act in loco parentis on my behalf and in her sole discretion to take such steps as are necessary, including procuring medical or other assistance for and on behalf of the aforementioned child at my sole expense and obligation.

I have read and accept the conditions of the Indemnity Form.

Parent/Legal Guardian:

Date:

Witness: Date:

Annexure G

Code Of Conduct For Parents - 2021

To ensure positive relationships with parents and members of staff that benefits each child’s learning, development and sense of security as well as to ensure mutual respect between staff and parents is maintained at all times, GRDM had adapted these policies and standards of conduct.

GRDM requires that parents of enrolled children behave in a manner consistent with decency, courtesy and respect at all times. One of our most important goals is to provide the most appropriate and secure environment for children that encourages growth, learning and development. Achieving this ideal environment is not only the responsibility of employees at GRDM but it is also the responsibility of each and every parent or adult who enters the school.

We are a close family-like community here at GRDM and aware that staff and parents may be friends outside of the classroom setting. It is important for any personal conflicts or disagreements to be kept outside of the preschool. The preschool shall be a calm and positive place for children at all times. Any concerns a parent may have regarding a member of staff will be listened to outside of the classroom and where needed acted upon. However, it is both the parents and the staff member’s responsibility to ensure that personal disagreements and general dislikes of each other must be kept outside of the classroom setting.

Swearing/Cursing: - No parent or adult shall be permitted to curse or use any other inappropriate language when working in the classroom or playground. Such language will NOT be tolerated in the presence of the children, preschool staff, and visiting parents.

Inappropriate Attire: - Parents and staff members are expected to dress appropriately when working on the school premises. Revealing clothing is strictly forbidden.

Threats and Confrontation: - Threats of any kind toward GRDM staff, other parents or children will not be tolerated. While it is understood that all parents may not agree with the staff of GRDM or the parents of other children, it is expected that all disagreements be handled in a calm and respectful manner. Confrontational interactions are not an appropriate means by which to communicate a point and are strictly prohibited. Shouting, raising of voices or any unwanted physical contact with a member of staff is considered inappropriate behaviour. **PARENTS MUST BE RESPONSIBLE FOR AND IN CONTROL OF THEIR OWN BEHAVIOUR AT ALL TIMES.** If it is deemed that a parent is acting in an inappropriate manner to a staff member or parent the following steps will be taken:

- Step 1--A meeting with the parent and the principal will be held to find a resolution to the problem.
- Step 2--If no resolution has been found and the parent continues to act in a manner that is inappropriate to these guidelines the decision may be made to place the child on hold and make a formal request that the parent and child leave GRDM.

With these policies in place we hope to provide your child and family with a comfortable and safe environment as we help set the stage for a life full of learning ahead. We can only truly provide this with the help of each parent and adult who walks into our classroom. GRDM promises to continue to work in partnership with parents to make learning fun.

By signing this document you are ensuring that you agree to uphold these policies and standards for the school year.

Signatures: _____ Date: _____
 Father _____
 Signatures: _____ Date: _____
 Mother _____
 Child’s Name: _____ Class: _____