

NEW HAVEN ACADEMY



INFORMATION BROCHURE & ENROLMENT CONTRACT 2025

55 St James Street, Sommerset West, Western Cape Town, 7140

Tel: 021 854 3779

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www.newhavenacademy.co.za

MISSION STATEMENT

We at New Haven Academy provide relevant individualized quality curriculum materials from Foundation level to Grade 7, enabling schools to provide academic excellence and produce Godly character in students. We commit ourselves to being innovative, inspiring, and self-reliant teaching and learning school.

VISION

To properly care for, train and equip children so that they will grow to maturity and become spiritually alive and active, be able to help, serve and minister to others and be successful leaders in their community and their field of expertise.

KEY VERSE

Train up a child in the way they shall go, and when they are older, they shall not depart from it.
Proverbs 22:6

SUPPORTING DOCUMENTS

Please ensure that the following documents accompany your application:

- Copy of birth certificate
- Copy of latest school report if transferring from another school
- Transfer Card from previous school (where applicable)
- Confidential Testimonial from previous school (where applicable)
- Copies of I.D.'s of Father/Guardian, Mother, and student
- Proof of address (utility bill / account statement)
- Copy of Immunization certificate

Please Note: Application forms not completed in full along with all above supporting documents will not be considered.

BANKING DETAILS

New Haven Academy
First National Bank
Account Number: 62730137529
Branch Code: 250655

AFFILIATIONS

New Haven Academy is affiliated with Lambton Christian School (www.lambtonschool.co.za).

STATEMENT OF FAITH

We believe in:

1. The inspiration of the Bible, equally in all parts and without error in its origin.
2. That One God, eternally existent Father, Son, and Holy Spirit created man by a direct immediate act.
3. The pre-existence, incarnation, virgin birth, sinless life, miracles, substitutionary death, bodily resurrection, ascension to heaven and the second coming of the Lord Jesus Christ.
4. The fall of man, the need of regeneration by the operation of the Holy Spirit based on grace alone; and the resurrection for all to life or damnation.
5. The spiritual relationship of all believers in the Lord Jesus Christ, living a life of righteous works, separated from the world, and witnessing to His saving grace through the ministry of the Holy Spirit.
6. The baptism by immersion in water and the baptism in the Holy Spirit with the evidence of speaking in tongues.
7. The outward working of the Fruit of the Spirit and the developing of such fruit in the student's life in preparation for Christian service.
8. The exercising of the gifts of the Holy Spirit as mentioned in 1Cor 12 and 14.
9. That there needs to be a demonstration of the resurrection power of Jesus Christ with sign, wonders and miracles following the believers.
10. The spiritual oversight of the Apostolic and Prophetic office in the Church as ordained by Jesus Christ.

TERMS AND CONDITIONS

STANDARD OF CONDUCT

Students are expected to act in an orderly and respectful manner, maintaining Christian standards of courtesy, cheerfulness, kindness, thankfulness, proper language, morality, and honesty. The school strives to maintain unquestionable character of dress, conduct and attitude.

The following is not allowed and will not be tolerated and could lead to a form of discipline, suspension, or expulsion for the child.

- Any form of cheating in Test's or Exams of any sort
- Disrespecting an Educator or any staff member
- Swearing and foul language
- Stealing
- Fighting and bullying
- Breaking school, staff, or other children's property intentionally
- Intentionally not submitting to the school's authority
- Any pornographic watching on cell phones, magazines, DVD's
- Occult/satanic practices of any sort (at home, school or out of school)
- Any other practice that is contrary to the Word of God
- Substance abuse (alcohol and Drugs)

PARENTAL INVOLVEMENT

Lambton Christian School exists to provide a quality Education based on the Biblical premises that parents have primary responsibility for educating and training their children.

CHRISTIAN LEADERSHIP TRAINING

Assembly will be held periodically. We will have Praise and Worship and sharing of the Word from the Principal, Pastor's, or other visiting ministers. Devotionals are held every day with an opening exercise daily.

SCHOOL HOURS

- Grades RR – 7 Monday to Friday 07:45am to 14:00pm
- Students can be dropped off from 7:15am when a school staff member will be present. Neither the school staff nor its management can be held liable for the students dropped off earlier in the morning.
- Please ensure the students are collected by no later than 3pm. If not, a penalty fee of R250.00 will be billed to your statement. Neither the school staff nor its management can be held liable for the students after school.
- If an absence is foreseeable, a note should be sent in advance and an appointment made with the principal to confirm the arrangements.
- All students must attend school for the prescribed number of school days unless a child is ill. A note must be written to the school if the child is ill, and after two days absence a doctor's note is required.
- If a child is absent from school for more than 13 days per term without a doctor's letter, other than special leave from the school as arranged with the principal, the child may be asked to leave the school.

FIELD TRIPS

- Educational excursions are arranged whenever possible to reinforce and motivate learning.
- The cost of these excursions is not included in the school fees. Parents will be notified of all field trips in advance.

PROGRESS REPORTS

- At the end of every term, parents will receive a report reflecting the student's academic progress and character development.
- The report will be sent home which needs to be signed and returned to the school within a week of receiving.
- Meetings between parents and appropriate staff will be scheduled during the year to discuss individual progress.
- Report cards will not be given to any students with an outstanding amount on their account.
- Academic records will not be forwarded to any new school unless school accounts have been paid in full.

MERITS

- Students should be encouraged to develop Christ like behavior and attitudes.
- For these purposes, merits will be awarded in the form of certificates or other appropriate ways.

DETENTION

Any violations of school rules may mean the student will have to do detention.

CELL PHONES

Cell phones are not allowed to be in the child's possession during school day, should a cell phone be found on the child during school hours, it will be confiscated and only returned at the end of the term.

PHYSICAL EDUCATION

- All children are required to participate in the required physical education course.

- A doctor or parent note must accompany non-participants and be presented to the teacher concerned.
- Students are required to wear their PE uniforms.

HOMEWORK DIARIES

- Homework diaries and effective staff/parent communications are the backbone of the curriculum.
- It shows the students' progress, homework required and work speed.
- You undertake to sign the diary daily and make sure homework is completed.
- Incomplete homework will require your explanation.

CURRICULUM

We implement the CAPS Curriculum for all our classes from Grade RR to Grade 7 which satisfies the basic core curriculum set out for South Africa. We also do the following for academic advancement:

- Group Enrichment
- Individual Attention
- Bible Reading

UNIFORMS

- Uniforms for girls and boys from Grade RR to Grade 7 are available exclusively from the school.
- Students are to choose and size their uniform at our fitting/show room, which is located on the school premises.
- Once payment is received, their uniform order will be processed and thereafter can be collected at the school.

MEDICINES

- Students are not to have in their possession medicine of any sort without written note of permission from the family doctor, countersigned by the pupil's parent(s).
- Such medicines are to be brought to the school office immediately upon arrival at school and will be dispensed to the pupil from there.
- The note should include clear instructions regarding the dispensing of such medicines.

SCHOOL DRESS CODE

Boys:

- Hair is to be cut short back and sides and combed away from the eyebrows. No ultra-modern cuts, highlights or undercuts will be allowed. No gel in the hair. No bald cuts. Minimum hair clipper size to cut the hair is a number 3.
- Earrings / stud rings of any sort on any part of the body is not allowed during school.
- Body piercing of any sort is not allowed.
- Tattooing, permanent and non-permanent is not allowed.
- Chains or other jewelry except for a watch will be allowed.
- No cultural jewelry permitted.

Girls:

- Hair longer than shoulder length must be tied up with accessories appropriate to the school uniform. Hair must be kept away from the eyebrows. No outrageous hairstyles are allowed. No dyes or highlights are allowed.

- Only braids can be used for hair extensions. No accessories should be put on braids. The length of the braids should be at elbow level. No curls are allowed.
- No colored nail polishes.
- Makeup is not permitted.
- Earrings / stud rings of any sort on any part of the body (except one stud per lobe) is not allowed during school.
- Plain gold or silver studs (no stars or heart or other shapes) small sleepers for pierced ears – (only one earring per lobe).
- No other jewelry is allowed.
- Watches are allowed.
- Tattooing, permanent or temporary is not allowed.
- No cultural jewelry permitted.

HYGIENE

Personal hygiene is a matter of importance, and parents are requested to ensure that the following items of personal hygiene are attended to:

- Bath daily
- Teeth brushed twice a day.
- Clean school uniform to be worn daily.
- Deodorant to be worn especially in summer.
- Nails are kept short and clean.
- School shoes are polished.

DRUG POLICY

DEFINITIONS AND DESCRIPTIONS

- Illegal drug - any unlawful substance that has a psychological or physiological effect (including alcohol); or any substance having such effect that is possessed unlawfully.
- Deal in - in relation to a drug, includes performing any act in connection with the transshipment, importation, cultivation, collection, manufacture, supply, prescription, administration, sale, transmission, or exportation of the drug.

OUR POLICY

- The issue of respecting the rights of our learners at Lambton Christian School and the implementation of this policy is of paramount importance to the school and is one of the cornerstones of this policy.
- It is a principle of the policy that the school will work as closely as possible with the parents and other stakeholders of learners in implementing the policy.
- The increase in the use and distribution of drugs throughout South Africa, and particularly among the country's youth, is a cause for concern for, schools, parents, and stakeholders.
- The availability of a variety of drugs is widespread and affordable.
- The media continue to reflect the seriousness of the situation regarding addiction and substance abuse.
- As part of a greater community Lambton Christian School confronts issues head on and deals with them in a structured and considered manner, in partnership with the parents of the school to ensure the best for their children.
- Substance abuse is detrimental to one's physical, social, emotional, mental, and spiritual health and often has a detrimental effect on those close to the user.
- The concept of a healthy lifestyle will, always, be propagated and encouraged by the school.

THE PURPOSE OF THIS POLICY

To protect and assist any individual learner by outlining the approach taken by Lambton Christian School which includes:

- Expulsion.
- Disciplinary process and/or
- Rehabilitation and counselling.

APPLICATION OF THE POLICY

The policy applies to:

- The possession, and/or use and/or distribution of any illegal drug by a learner whilst on Lambton Christian School property, in school uniform or while involved in any school activity which includes any official educational, sporting, cultural, recreational, or social activity of the school within or outside the school premises.
- The use, possession and/or dealing of any illegal drug is strictly forbidden.
- If the behavior of a learner, or any other circumstances indicate that he/she may be using, possessing, or dealing in an illegal drug, the matter will be dealt with in accordance with the process outlined in this policy.
- In the event of the above offences being committed in the environment described, the school will have the right to expel the learner immediately and to report the matter to the SAPS.

TESTING FOR ILLEGAL DRUGS

- In accordance with section 8A of the South African Schools Act of 1996 the Executive Head of Lambton Christian School or his/her delegate may administer a urine or other non-invasive test to any learner or group of learners that is on fair and reasonable grounds suspected of using illegal drugs.
- To the extent possible the consent of the parent and the consent of the learner will be obtained.
- However, the School reserves the right, as contemplated in section 8A of the Schools Act, to test for illegal drugs without such consent.
- The school will be in control of the testing program.
- The costs will accrue to the parents.
- Details of when such tests occur will be kept strictly confidential and only disclosed to those persons who are required to know such details, to ensure that learners cannot determine or anticipate when testing will take place or who will be selected for a test.

SEARCH POLICY

DEFINITIONS AND DESCRIPTIONS

- Dangerous object - any explosive material or device; any firearm or gas weapon; any article, object or instrument that may be employed to cause bodily harm to a person or damage to property, or to render a person temporarily paralyzed or unconscious.
- Illegal activity - the willful possession of an illegal drug, dangerous object or stolen item or any other activity that is prohibited by law.

PROHIBITION

No person may:

- allow any dangerous object to be brought onto school premises or to a school activity.
- carry any dangerous object in school premises or at premises at which a school activity is carried out.
- store any dangerous objects in school premises or premises at which a school activity is carried out.
- possess illegal drugs.
- possess any stolen item on school premises or at a school activity.
- engage in an illegal activity.

SEARCH AND SEIZURE

- The principal at random and without a warrant, may search any learner or group of learners, or the property of a learner or group of learners, for any dangerous object, stolen item, or illegal drug if there is a reasonable suspicion that:
 - a prohibited good may be found on school premises or during a school activity
 - one or more learners on school premises or engaged in a school activity are in possession of a prohibited good.
- The principal may without a warrant seize any prohibited goods found on school premises or during a school activity or found on any person who is on school premises or engaged in a school activity.
- A learner's person and/or personal effects (for example book bag, blazer, sports bag etc.) may be searched whenever the principal has a reasonable suspicion to believe that the learner is in possession of a prohibited good or when random searches are executed under direction of the school.
- All searches will be conducted in a manner that is reasonable and proportional to the suspected illegal activity.
- Where a search entails a body search of a learner, such search may only be conducted by a person of the same gender delegated by the principal.
- A body search includes a visual search and a "pat down" body search.
- A body search will be conducted in a private area and not in view of another learner.
- Any seizure of a prohibited good will be recorded in a school record book and the prohibited good will be handed over to the South African Police Service, save that where a stolen item is recovered and no criminal charge against the learner in whose possession the stolen good was found is contemplated, the stolen item may be returned to its owner.
- A learner may be expelled or subjected to disciplinary proceedings if a prohibited good is found in his or her possession.

FEE STRUCTURE

A registration fee of R1500.00 is payable when a student is newly enrolled. This is a once off fee that is charged and is not refundable.

SCHOOL FEES ARE AS FOLLOWS:

GRADE RR

(Learner must be 3yrs, turning 4yrs by 30 June)

R 1 700.00 per month payable by the last day of each month: (January to December: 12 monthly payments)	R 20 400.00
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GRADE R

(Learner must be 4yrs, turning 5yrs by 30 June)

R1 700.00 per month payable by the last day of each month: (January to December: 12 monthly payments)	R 20 400.00
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GRADES 1 - 3

(Learner must be 5 years old turning 6 years old by end of June 2024).

R1 940.00 per month payable by the last day of each month: (January to December: 12 monthly payments)	R 23 280.00
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GRADES 4 - 6

R 2 250.00 per month payable by the last day of each month: (January to December: 12 monthly payments)	R 27 000.00
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GRADE 7

R 2 380.00 per month payable by the last day of each month: (January to December: 12 monthly payments)	R 28 560.00
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I UNDERSTAND THAT THE FEES PAYABLE FOR 2025 ARE AS FOLLOWS:

GRADES RR – R

Fees payable no later than:	School Fees	Parents Initial
31 st January 2025	R 1 700,00	
28 th February 2025	R 1 700,00	
31 st March 2025	R 1 700,00	
30 th April 2025	R 1 700,00	
31 st May 2025	R 1 700,00	
30 th June 2025	R 1 700,00	
31 st July 2025	R 1 700,00	
31 st August 2025	R 1 700,00	
30 th September 2025	R 1 700,00	
31 st October 2025	R 1 700,00	
30 th November 2025	R 1 700,00	
20 th December 2025	R 1 700,00	

GRADES 1 – 3

Fees payable no later than:	School Fees	Parents Initial
31 st January 2025	R 1 940,00	
28 th February 2025	R 1 940,00	
31 st March 2025	R 1 940,00	
30 th April 2025	R 1 940,00	
31 st May 2025	R 1 940,00	
30 th June 2025	R 1 940,00	
31 st July 2025	R 1 940,00	
31 st August 2025	R 1 940,00	
30 th September 2025	R 1 940,00	
31 st October 2025	R 1 940,00	
30 th November 2025	R 1 940,00	
20 th December 2025	R 1 940,00	

GRADES 4 – 6

Fees payable no later than:	School Fees	Parents Initial
31 st January 2025	R 2 250,00	
28 th February 2025	R 2 250,00	
31 st March 2025	R 2 250,00	
30 th April 2025	R 2 250,00	
31 st May 2025	R 2 250,00	
30 th June 2025	R 2 250,00	
31 st July 2025	R 2 250,00	
31 st August 2025	R 2 250,00	
30 th September 2025	R 2 250,00	
31 st October 2025	R 2 250,00	
30 th November 2025	R 2 250,00	
20 th December 2025	R 2 250,00	

GRADE 7

Fees payable no later than:	School Fees	Parents Initial
31 st January 2025	R 2 380,00	
28 th February 2025	R 2 380,00	
31 st March 2025	R 2 380,00	
30 th April 2025	R 2 380,00	
31 st May 2025	R 2 380,00	
30 th June 2025	R 2 380,00	
31 st July 2025	R 2 380,00	
31 st August 2025	R 2 380,00	
30 th September 2025	R 2 380,00	
31 st October 2025	R 2 380,00	
30 th November 2025	R 2 380,00	
20 th December 2025	R 2 380,00	



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EMIS Number: 0100000699

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APPLICATION FORM: PERSONAL DETAILS OF STUDENT

Grade	
Surname	
First Names	
ID Number	
Date of Birth	
Home Language	
Gender	
Dexterity (right or left-handed)	
Name of Guardian / Primary Parent	

CONTACT DETAILS OF PARENTS

Father Names in Full	
Father Work Telephone	
Father Cell phone	
Occupation and Company Name	
Mother Names in Full	
Mother Work telephone	
Mother Cell phone	
Occupation and Company Name	
Email Address	

ADDRESS DETAILS

Physical Address: _____ _____ _____ Code: _____	Postal Address: _____ _____ _____ Code: _____
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ACADEMIC HISTORY

Institution	From	To	Achievement

MEDICAL HISTORY

Name of your child's doctor	
Telephone Number	
Is your child taking permanent medication currently?	
If yes, what is the medication?	
Is it necessary to take the medication during school hours?	
Has your child been immunised	

Please provide full details of any other medical condition of your child

I understand that:

- New Haven Academy is a school based and founded on the Word of God.
- New Haven Academy will educate my child from the Holy Bible, that my child will be required to study versus from the Bible as part of his/her curriculum and that my child will be required to maintain him/herself in a manner that is pleasing to God.
- my child will have to take part in assemblies and functions that are church based and involve praise and worship and ministry from the Bible.
- my child will be suspended if school fees are in arrears.

I, the undersigned applicant, declare that the information supplied is true and accurate and bind myself to pay in full all fees due. My signature witnesses that I agree with all the terms and conditions of Lambton Christian School and will abide by said terms and conditions as described.

Father's Signature	
Mother's Signature	
Guardian's Signature (where applicable)	
Date	

INDEMNITY FORM

I, _____ (full name)

the parent/guardian of: _____ in Grade _____

fully understand and accept that any accidents of any sort that may occur at New Haven Academy, on the playground, on a school outing, a school excursion shall be undertaken at my son/daughters own risk, and I undertake on myself, my executors, my wife/husband and my child/children aforementioned, to indemnify, hold harmless and absolve New Haven Academy, the school staff and the school board members, Joy Ministries and Team Impact Christian University and their board members against and from any or all claims, whatsoever, that may arise in connection with any loss or damage to the property of or injury to the person of my child/children aforementioned in the course of any such activity, tour, excursion.

I hereby give my consent for my son/daughter to take part in the extra-mural activities of the school, including games, athletics, field trips, educational tours, school and Christian camps and country tour of historical interest.

I further authorize the staff or leaders of such group activities to take my child/children to a doctor or hospital for treatment in case of an emergency.

I acknowledge the above information and accept the relevant conditions and information.

Father's Signature	
Mother's Signature	
Guardian's Signature (where applicable)	
Date	