



# ASTON MANOR PRIMARY SCHOOL

## ADMISSIONS 2024

**Placement is subject to the availability of space and STRICTLY done according to the Admissions Criteria.**

Aston Manor Primary School usually reaches capacity in all grades by enrolling learners under Waiting List 1 of the Admissions Criteria (*Waiting list 1 has preference over all other waiting lists*).

**Completing an Application Form does NOT guarantee placement at AMPS.**

**IMPORTANT: Please do not remove your child from their current school unless you have received written confirmation of acceptance from AMPS (In the 4<sup>th</sup> term 2023).**

- **INCOMPLETE OR DISHONEST information will make your application “NULL AND VOID”.**
- **ONLY Biological parents OR Legal Guardians can apply for possible enrolment at AMPS.**
- **If you’ve made an application and then choose to enrol your child at another school, please inform AMPS.**

**Completed Application Form and ALL required documents must be emailed to: [Admissions@amps.za.com](mailto:Admissions@amps.za.com)**

### Admission Criteria:

|                        |  |
|------------------------|--|
| <b>WAITING LIST 1:</b> | <b>Home address within School Feeder Zone:</b> Learners and Biological parents / Legal Guardians must reside <b>within the feeder zone</b> of the school. ( <i>Nimrod Park, Aston Manor, parts of Allen Grove, and Glen Marais</i> ). If you <u>do not reside in our feeder area</u> , please apply to the school closes to where you do reside. |
| <b>WAITING LIST 2:</b> | <b>Siblings:</b> Learners with a biological sibling <b>in AMPS (Gr. 1 – 6)</b> and resides in the same house as these siblings.  |
| <b>WAITING LIST 3:</b> | <b>Work Address within School Feeder Zone:</b> Learners whose parent/s are employed at an address within the feeder zone of the school.  |
| <b>WAITING LIST 4:</b> | <b>Home Address within 30 kilometres of the school:</b> Learners not residing inside the feeder zone of the school, but within a 30 kilometres radius of this school.  |
| <b>WAITING LIST 5:</b> | <b>Home address of learners beyond 30 kilometres from the school:</b> Learners who resides beyond 30 kilometres from the school.   |

### Admission Requirements:

**NB:** Required documents may **not be older than three (3) months and must be certified.**

Information for BOTH biological parents are required – even if you are not living together.

| # | Required Document  | Document Description  |
|---|--|---|
| 1 | <b>Unabridged Birth Certificate</b>                              | Names of <b>both biological parents</b> must reflect on the learners Birth Certificate.   |
| 2 | <b>ID document</b>   | <b>Identity documents</b> of <u>both biological parents</u> , as recorded on the Unabridged Birth Certificate.  |
| 3 | <b>ID Photos</b>   | Two (2) recent <b>ID photos</b> of the learner.   |
| 4 | <b>Report Card</b>   | Latest Report Card from the learner’s current school or crèche. Name of current school and date on report card <b>MUST</b> be visible.  |
| 5 | <b>Clinic / Immunization Card</b>                                | Name of child, date of birth, parent names and <u>all immunizations</u> must be visible.  |
| 6 | <b>Residential Address</b>                                       | <ol style="list-style-type: none"> <li><b>Homeowners:</b><br/><u>Municipal account</u> not older than 3 months in the name of the applicant parent bearing full residential address.</li> <li><b>Tenants / Renters:</b><br/><u>Municipal account</u> not older than 3 months in the name of the landlord (homeowner) bearing the full physical residential address and details of the tenants. <b><u>AND Lease Agreement</u></b> signed by the landlord and tenant, bearing the full physical residential address. <b><u>AND Rental Payment receipt</u></b> with full physical address not older than 3 months <b><u>AND Statement of any account</u></b> in the name of the applicant parent bearing the full physical residential address.</li> </ol> |
| 7 | <b>Work Address:</b> If you are applying using your work address | Formal letter from your employer, on a <b>company letterhead</b> confirming your work address, <b>AND</b> proof of your residential address as per above, must be provided. <b><i>Affidavits will not be accepted.</i></b>  |
| 8 | <b>Legal Guardianship Documents</b>                              | If the child does not live with the parents, LEGAL Guardianship documentation ( <i>from the Court</i> ) proving Guardianship, must be provided together with the ID documents of the legal guardians.   |
| 9 | <b>Foreign National</b>  | If you are a Foreign National, we require the <b>Parents Passport and Work and/or Residency Visa as well as the Passport and Study Visa for your CHILD</b> – letters can NOT be given to apply for Study Permits.   |

# Aston Manor Primary School: THE FEEDER ZONE IS THE AREA INSIDE THE RED LINES

*Nimrod Park, Aston Manor, parts of Allen Grove, and Glen Marais*

*This feeder zone has been determined and signed off by the Gauteng Department of Education*

