

# Join the Windhoek Gymnasium family



**Windhoek**  
**GYMNASIUM**

CURRO Select School

[curro.co.za](http://curro.co.za)

# Here's an introduction to us!

Thank you for your interest in our school! We go to great lengths to create a welcoming environment where children enjoy coming to school and develop a life-long love of learning.

Curro Select Schools accommodate learners from Grade R to Grade 12 with several having a preschool that cares for babies from 3 months to children up to 5 years, depending on the school. We offer everything you would expect to find at a tailored independent school.

## Here is a brief overview of what we offer our learners

### Small class sizes with no more than 25 learners

We believe that learners can excel when they receive personal attention. This is why we limit our class sizes to no more than 20 to 25, depending on the particular school. Our preschool classes are also divided by age and number of children per class. Preschool teachers also have assistants to ensure that each child is cared for and fully engaged in our early childhood development programme.

### IEB examinations at the end of Grade 12

The Independent Examinations Board (IEB) sets accredited examinations that learners at Curro Select Schools write at the end of Grade 12. These examination papers result in a qualification accepted at major universities around the world. The unique questioning method in these examinations requires learners to deeply understand and apply their knowledge to scenarios and questions, rather than merely memorise the material.

### Cambridge curriculum at selected schools

A select few schools offer the Cambridge curriculum, which sets a global standard for education and is recognised by universities and employers worldwide. The grades, subjects and progression structures are different from the South African system, with the final examinations varying between A Level and AS Level (depending on the particular school).

### Strong ethics and morals

The values we uphold are built on four pillars, namely child-friendliness, creative thinking, positive discipline and Christian values (ethics and morals). Our name means 'I run', which we interpret as 'I learn at my own pace and according to my own aptitude, attitude and talents.' These pillars form the guidelines for our teaching methodology and the behaviour modelled by our staff, and are deeply rooted in the belief that each learner deserves the best possible education we can offer.

## Do you want to know more?

Visit our website to discover our curricula, preschool approach, Curro Alumni programme and find a school near you.



# School Enrolment Form



Curro Education Namibia (Pty) Ltd Registration/Identity number 2015/0230 VAT registration number 07145167-015

School name	Windhoek Gymnasium	Promo/employee no.	
		Year applying for	
		Family code (existing parents only)	

## Necessary supporting documents, completed sections and forms

⇒ This application will be processed only if all fields are legibly completed, are signed, and all supporting documents are attached.

- |  |  |
|--|--|
| Copy of learner's birth certificate/ID             | Copy of learner's latest progress report               |
| Copy of parents'/legal guardians' IDs              | Copy of learner's FINAL progress report once available |
| Proof of residence/study permit, if foreign        | Subject choice form (for Grades 10 to 12)              |
| Copy of learner's vaccination records (up to Gr 3) | Completed boarding application form (if applicable)    |
| Completed and signed debit order form              | All sections completed and signed                      |
| Two recent ID photos of learner                    |  |

## Application details

⇒ Please confirm availability at the school.

Preschool group:    3            4            5            Year 1

Year:            2            3            4            5            6            7            8            9            10            11            12            13

## Learner details

Surname													
Name/s as on birth certificate/ID													
Preferred name													
ID number													
Date of birth	DD/MM/YYYY	Current age		Gender:	Male	Female							
Home language					Second language								
1st teaching language					2nd teaching language								
Nationality				Country of origin				Immigration date					
Race:	Asian	African	Coloured	White	Indian	Other							
Resides with:	Parents	Guardian	Boarding										

## For office use

Interview date		Approved	Y	N	Family code	
Notes		Date approved			Credit reference	
		Commencement date			Siblings at the school	1
		Group/Grade				2

### Learner details (continued)

Religion

Mode of transport

Person dropping learner at school (preschool to Year 8):

Name

Relationship

Person collecting learner from school (preschool to Year 8):

Name

Relationship

### Aftercare

Will the learner require aftercare?

Yes

No

### Boarding school accommodation

Will the learner require boarding facilities?

Yes

No

### Learner's education details

Current school

Tel no.

Last grade passed

Year

Grade/s repeated

Has admission to any other school/s ever been refused?

Yes

No

If yes, please state the reason below:

### Learner's medical details

Blood type:

O+

O-

A+

A-

AB+

AB-

B+

B-

Unknown

Family doctor

Name

Tel. no.

Address

  

Medical aid

Name

Member no.

Option

Main member initials and surname

Main member ID number

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Has the learner received all the necessary immunisations?

Yes

No

If no, please state the reason below:

### Learner's medical details (continued)

Has the learner suffered from any of the following illnesses? Please indicate with an X.

Asthma	Chickenpox	Diabetes	Diphtheria
Enteric fever	German measles	Hepatitis	Malaria
Measles	Mumps	Polio	Rheumatic fever
Scarlet fever	Tick bite fever	Typhoid fever	Whooping cough

Does the learner suffer from any allergies? Yes  No

If yes, please provide details below:

Does the learner have any special medical needs? Yes  No

If yes, please provide details below:

Does/Has the learner suffered from any other illnesses/disabilities? Yes  No

If yes, please provide details below:

Is the learner receiving medical treatment for any condition? Yes  No

If yes, please provide details below:

Is/Has the learner suffered from or received treatment for any psychological/emotional upset? Yes  No

If yes, please provide details below:

Has the learner had any operations? Yes  No

If yes, please provide details below:

Please specify any other relevant medical details:

### Consent to act in a medical emergency

In a critical medical situation, please bear in mind that there may not be time to refer to the learner's records. The school, therefore, reserves the right to utilise the quickest medical service available.

I, \_\_\_\_\_, being the parent/legal guardian of \_\_\_\_\_, hereby agree that a medical practitioner may provide emergency treatment as may be necessary.

\_\_\_\_\_  
Signature of parent/legal guardian

\_\_\_\_\_  
Date

### Personal details of parent/legal guardian (1)

⇒ Complete only if NOT the account holder.

Surname												
Full names as on ID												
ID number												
Designation	Mr	Mrs	Ms	Miss	Dr							
	Rev.	Prof.	Other									
Relationship						Marital status						
Occupation						Employer						

	Residential address	Work address	Postal address
Tel. H		Tel. W	Cell
Email address			

Parental status:      Learner living with parent/s      Learner's legal guardian  
                                  Access rights to learner      Access rights in emergency only

### Personal details of parent/legal guardian (2)

⇒ Complete only if NOT the account holder.

Surname												
Full names as on ID												
ID number												
Designation	Mr	Mrs	Ms	Miss	Dr							
	Rev.	Prof.	Other									
Relationship						Marital status						
Occupation						Employer						

	Residential address	Work address	Postal address
Tel. H		Tel. W	Cell
Email address			

### Personal details of parent/legal guardian (2) – (continued)

Parental status      Learner living with parent/s      Learner's legal guardian  
                                  Access rights to learner      Access rights in emergency only

### Emergency contact details (not parental)

Full names and surname

Tel. H  Tel. W  Cell

Relation to learner

Email address

### Details of person responsible for account

Surname

Full names as on ID

ID number

Designation      Mr      Mrs      Ms      Miss      Dr  
                                  Rev.      Prof.      Other

Relationship  Marital status

Occupation  Employer

Residential address	Work address	Postal address
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Tel. H  Tel. W  Cell

Email address

Parental status      Learner living with parent/s      Learner's legal guardian  
                                  Access rights to learner      Access rights in emergency only

Details of children in your care who are currently at this school:

1. Name <input type="text"/>	Gr <input type="text"/>	2. Name <input type="text"/>	Gr <input type="text"/>
3. Name <input type="text"/>	Gr <input type="text"/>	4. Name <input type="text"/>	Gr <input type="text"/>

Payment option  Monthly debit order      Please complete the debit order form.

## Signature of parents/legal guardians and account holder

We, the undersigned parents/guardians, hereby certify that the information provided in this application for admission is complete and accurate. We acknowledge that enrolment is subject to, inter alia, signing a learner admission contract that contains the detailed terms, conditions and requirements for admission.

We acknowledge that we have read the school-specific policies and school rules and will accept an offer of placement for our child at the school in accordance with the terms and conditions as set out therein. These documents, as amended from time to time, are available on the official school website.

We further consent to the processing of personal information contemplated in the POPI Act No 4 of 2013, for the following purposes: evaluation of this application form; administration of the contract between us and Curro Holdings; and conducting credit enquiries.

**NB: The signatures of the account holder and both parents and/or legal guardians are required where applicable.**

Signature of account holder	Date
Signature of parent/legal guardian (1)	Date
Signature of parent/legal guardian (2)	Date

## Survey

Where did you hear about us? Please indicate with a ✓.

Billboard	Newspaper	Magazine	Radio	Presentation
Friend	Brochure	Flyer	Exhibition	Web

Other (specify):

How satisfied were you with the service you received pre-enrolment?

Very satisfied      Satisfied      Unsatisfied      Very unsatisfied

Was the information received pre-enrolment ...

Relevant      Informative      Sufficient

What made you choose our school? Please indicate your five top reasons with a ✓.

Academic standards	Affordability	Boarding facilities
Bursary or scholarship received	Bus routes	Class sizes
Christian values (ethics and morals)	Facilities	Final examination
Focus on holistic child development	Independent school	Language offering
Learner discipline	Learning environment	Location and accessibility
Online school offering	Performing arts and culture offering	Safety and security
School heritage and culture	Sports offering	Subject choices offered
Teachers	NCV programme option	

# Consent to Process Personal Information

Curro Education Namibia (Pty) Ltd Registration/Identity number 2015/0230 VAT registration number 07145167-015

I, the parent/guardian of the learner mentioned below, hereby confirm my voluntary consent given in terms of the Curro School Admission application and Enrolment contract, that Curro Education Namibia (Pty) Ltd (hereafter named 'Curro'), by way of their school of enrolment may process the following personal information of myself in the capacity of parent/guardian as well as of said learner, being a minor, name, identity number, telephone number, email address, physical address, and financial information including the conducting of a credit check.

I also acknowledge the following:

1. The abovementioned personal information will be processed in order to conclude the abovementioned enrolment contract.
2. Processing shall include the receipt, recording, organising, collation, storage, updating or modification, retrieval, alteration, consultation, and use, the dissemination by means of transmission, distribution or making available in any other form, or the merging, linking as well as blocking, degradation, erasure or destruction of information.
3. Parents/Guardians and learners whose personal information is being processed, will be referred to as 'data subjects'.
4. This consent is effective immediately and will remain effective until such consent is withdrawn.
5. The personal information may only be processed if it is adequate, relevant and not excessive, given the purpose for which it is processed. The purpose of the processing of information must relate to a school-related function or activity.
6. Curro will collect and process only personal information pertaining to the proper functioning, management and governance of its schools, as prescribed in the Education Act, Act 16 of 2001 and other relevant education legislation and policies.
7. The subjects and categories of information collected will depend on the purpose for which it is collected and will be processed for that purpose only.
8. Curro recognises that personal information may be processed taking into consideration Section 13 of the Namibian Constitution, only if the data subject, or a competent person where
  - 8.1. the data subject is a minor, consents to the processing;
  - 8.2. processing is necessary to carry out actions for the conclusion or performance of a contract to which the data subject is a party;
  - 8.3. processing complies with an obligation imposed on the school by law;
  - 8.4. processing protects a legitimate interest of the data subject;
  - 8.5. processing is necessary for the performance of a public law duty, and/or
  - 8.6. processing is necessary for pursuing the legitimate interests of the school.
9. A data subject has the following rights in terms of this consent:
  - 9.1. The right of a data subject to correct their details. The school will attempt to keep information updated. Should any of details of a data subject change, the school should be notified to ensure that all records are as accurate as possible.
  - 9.2. The right to revoke consent. Data subjects may revoke the consent that has been given in terms of this form at any time. This should be done in writing and addressed to the information officer of Curro, at [paiainfo@curro.co.za](mailto:paiainfo@curro.co.za). Revoked consent is not retroactive and will not affect any past or current use of information.
  - 9.3. All the aforesaid information is contained in Curro's policy on the Protection of Personal Information and its privacy policy, both available on the Curro website, as well as at Curro Head Office.
10. I also consent to the following (mark with ✓ if consent is given)
  - 10.1. to receive marketing information relevant to the marketing of Curro only, in the form of SMSes, WhatsApp messages, emails, etc. from the school.
  - 10.2. to make personal information (limited to photos/images of learners participating in events) available on broadcast platforms, including video recordings for a programme related to the school, as well as any participation in any school sports or school cultural event on a television station or other form of transmission or broadcasting platform including the Internet or apps, including the livestreaming of such events.
  - 10.3. to be added on Curro school WhatsApp groups for parents/guardians, solely related to Curro school activities, including relevant class groups and sports groups, administrated by Curro staff.

Learner name			Year	
Parent/Guardian name				
Address				
Tel no.		Cell. no.		

Signature of parent/guardian

*Learners of 18 years or older may sign themselves*

Date

# Consent for Credit Check (and Indemnification)



Curro Education Namibia (Pty) Ltd Registration/Identity number 2015/0230 VAT registration number 07145167-015

As part of the learner admission process, the school is required to obtain credit reports or other related information on the account of the account holder, as may be deemed necessary.

The purpose of the credit report is to assess the account holder's financial means and ability to satisfy the financial obligations as set out in the Learner Admission Contract.

You are required to complete the section below and return to the school's finance department with your completed application form.

Kind regards  
Executive Head

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I/We the undersigned, hereby authorise Curro Education Namibia (Pty) Ltd (Curro) and/or any of its associates to conduct credit enquiries and/or obtain credit reports in respect of my/our credit profile, as may be necessary, with the credit bureau of its choice.

Account holder name			
Identity number			
Address	Date of birth		
	Cell. no.		
Email address			

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Signature of account holder

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Date

Furthermore, I/ we the undersigned acknowledge that any Personal Information supplied to Curro Education Namibia (Pty) Ltd (Curro) is provided voluntarily and that Curro may not be able to comply with its obligations if the correct Personal Information is not supplied to Curro. I understand that privacy is important to Curro and that Curro Parties will use reasonable efforts in order to ensure that any Personal Information in their possession or processed on their behalf is kept confidential, stored in a secure manner. I warrant that all information, including Personal Information, supplied to Curro is accurate and current and agree to correct and update such information when necessary. By submitting any Personal Information to Curro in any form, I acknowledge that such conduct constitutes an indefinite unconditional, specific and voluntary consent to the processing of such Personal Information in the following manner by Curro and/or third parties.

Personal Information may be shared by Curro with the relevant verification information suppliers for verification, credit check or other legitimate purposes.

I unconditionally agree to indemnify Curro against any liability that may result from the processing of Personal Information and or verification of such personal information. This includes unintentional disclosures of such Personal Information to - or access by - unauthorized persons, and/or any reliance which may inadvertently be placed on inaccurate Personal Information provided to Curro by myself and/or any third parties.

