



Voorbereidingskool Trust
DURBANVILLE
Preparatory School Trust

NASORG – Aansoeke 2027 – 10 Maart tot 14 April 2026

Geagte Ouer/s

Dankie dat u die Durbanville Voorbereidingskool Trust oorweeg vir u kind se nasorgbehoefte vir 2027.

Ons sien uit na 'n aangename verbintenis met u en u kinders! Let asb. daarop dat u steeds afsonderlik aansoek moet doen vir Nasorg, al word u kind aanvaar by die Skool.

Stuur asb. die volgende per e-pos (**as 1 dokument in PDF, nie selfoon foto's**) **SLEGS** na dié adres: nasorg@dvprep.co.za

1. Volledig voltooide AANSOEKVORM
2. Bewys van WOONADRES
3. Afskrifte van albei ouers se ID-DOKUMENTE (beide kante van kaarte)
4. Afskrif van MEDIESE FONDS-kaart (beide kante)

- Ouers sal teen 28 Mei 2026 in kennis gestel word van aansoeke wat AANVAAR is. Die res word op die Waglys geplaas.
- 'n Registrasiefooi van R500 sal gehef word vir nuwe lede slegs ná aanvaarding.

AFTERCARE – Applications 2027 – 10 March to 14 April 2026

Dear Parent/s

Thank you for considering Durbanville Preparatory School Trust for your child's aftercare needs in 2027. We look forward to a pleasant relationship with you and your children! Take note that applications for Aftercare must be done separately, even if your child has been accepted at the school.

Please send the following (**as 1 document in PDF, no cell phone photos**) to this address **ONLY**: nasorg@dvprep.co.za

1. Fully completed APPLICATION FORM
2. Proof of RESIDENTIAL ADDRESS
3. Copies of both parents' ID DOCUMENTS (both sides of card)
4. A copy of your MEDICAL AID card (both sides)

- Parents will be informed by 28 May 2026 of applications that are ACCEPTED. The rest are placed on our Waiting List.
- A registration fee of R500 will be billed after acceptance of new learners.

Vriendelike groete / Kind regards,

Wilma Kotze

fin@dvprep.co.za

NASORG Finansies / Algemene Navrae

AFTERCARE Finance / General Enquiries

12 Lindenbergweg, Durbanville, 7550 | Posbus 43, Durbanville, 7551

Tel: 021-976-5938

E-pos: fin@dvprep.co.za | Web: www.dvprep.co.za



Voorbereidingskool Trust
DURBANVILLE
Preparatory School Trust

NASORG Aansoek – 2027 – AFTERCARE Application

SLEGS vir Kantoorgebruik / ONLY for Official Use

Leerderkode + VAN: Learner code + SURNAME:		
GRAAD / Toesighouer: GRADE / Caregiver:		
Registrasiefooi betaal / datum: Registration fee paid / date:		

LEERDER / LEARNER

Dui aan, asb.: Please indicate:	Halfdag / Half Day (15H00):	☐	Voldag / Full Day (18H00):	☐
Taal / Language:	AFRIKAANS:	☐	ENGLISH:	☐
Naam / Name:				
Van / Surname:				
Graad / Grade:				
Allergieë Allergies:				
Enige mediese kondisie? Any medical condition?				
Broer/sus in Nasorg 2026?	1.		Gr:	
Sibling/s in Aftercare 2026?	2.		Gr:	

OUERS / PARENTS

	VADER / FATHER	MOEDER / MOTHER
Huwelikstatus / Marital Status:		
Van / Surname:		
Naam / Name:		
Beroep / Occupation:		
Werkgewer / Employer:		
Werknr. / Work No.:		
Huisadres: Residential Address:		
Selnr. / Cell No.:		
E-pos / E-mail:		

MEDIIESE INLIGTING / MEDICAL INFORMATION

	Naam / Name:	Nommer / Number:
Dokter / Doctor:		
Mediese Fonds / Medical Aid:		
NOODGEVAL / EMERGENCY:	1.	
(Nie ouers / Not parents)	2.	
Allergieë: Allergies:		
Mediese kondisie: Medical condition:		

*Verskaf asb. afskrif van u mediese fonds-kaart (beide kante). Please provide a copy of your medical aid card (both sides).

PERSONE WAT LEERDER MAG AFHAAL (behalwe ouers): PERSONS WHO MAY COLLECT LEARNER (except parents):

Naam / Name:	Sel / Cell:	Verwantskap / Relationship:
1.		
2.		

NASORGTYE / AFTERCARE TIMES

Halfdag / Half Day: 15H00
Voldag / Full Day: 18H00

Graad Grade	Uitkomtyd: School ends:
R	12H45
1	13H15
2	13H30
3	13H45

*Leerders word direk ná skool gehaal deur toesighouers, al kom die skool vroeër uit.

*Caregivers collect learners directly after school even when school comes out earlier.

Afhaal van leerders

- Toesighouers hou 'n daaglikse register van afhaaltye.
- 'n Walkie Talkie-sisteem word gebruik om dié proses daaglik te koördineer.
- Slegs ouers en persone op die aansoekvorm aangedui mag leerders afhaal. Alternatiewelik, móét ouers vooraf met die toesighouer reël om veiligheids- en sekuriteitsdoeleindes.
- In uitsonderlike- of noodgevalle, soos wanneer 'n ouer laat is a.g.v. onvoorsiene gebeure, kan die toesighouer gekontak word om die leerder later te hou. 'n Ad Hoc-fooi sal gehef word.
- Die **Ad Hoc-fasiliteit** is SLEGS toepaslik as 'n ouer vooraf reël dat 'n **Halfdagleerder** later bly, as 'n **uitsondering**, bv. ouer het 'n vergadering/konferensie, ens. (Tref asb. vooraf 'n reëling met die toesighouer, asook met Wilma Kotze by fin@dvprep.co.za)
- Ouers moet hulself asb. vergewis van die korrekte lokaal waar die leerders is EN by watter hek hul gehaal moet word.

Collection of learners

- Caregivers keep a daily register of collection times.
- A Walkie Talkie system is used daily to coordinate this process.
- Only parents and persons named on the application form may collect learners. Alternatively, prior arrangement should be made with the caregivers for safety and security purposes.
- In **exceptional cases or emergencies** i.e., when a parent runs late due to unforeseen circumstances, the caregiver should be contacted to keep the learner later. An Ad Hoc fee will be charged.
- The **Ad Hoc facility** is relevant ONLY when a parent arranges in advance for a Half Day learner to stay later as an **exception**, i.e., parent has a meeting/conference. (Make a prior arrangement with the caregiver, as well as with Wilma Kotze at fin@dvprep.co.za)
- Parents should ensure that they know in which class the learner is placed AND at which gate he/she should be collected.

Dankie vir u samewerking. Kommunikasie is belangrik!

Thank you for your cooperation. Communication is vital!

FINANSIËLE Inligting / FINANCIAL Information

Die Nasorg word bedryf deur 'n TRUST en is 'n onafhanklike entiteit met 'n **aparte bankrekening**:
(NIE die Skool se rekening OF verwysing)

The Aftercare is an independent entity and is managed by a TRUST. We have a **separate bank account**:
(NOT the School's account OR reference)

BANK (Besonderhede)	BANK (Details)
---------------------	----------------

Durbanville Voorbereidingskool **TRUST**
FNB Public Schools Account (Tak/Branch: 210 554 / slegs EFT only)
Rekeningnr. / Account No.: 6311 875 1741

BETALINGS:	PAYMENTS:
------------	-----------

- BELANGRIK – u **verwysing** met betaling:
U rekeningkode (op staat) + Van
bv. A13 ALBERTS
- Navrae:
Wilma Kotze (fin@dvprep.co.za)

- IMPORTANT – your **payment reference**:
Your account code (on statement) + Surname
i.e. A13 ALBERTS
- Enquiries:
Wilma Kotze (fin@dvprep.co.za)

REGISTRASIEFOOI	REGISTRATION FOOI
-----------------	-------------------

- NUWE lede – **R 500,00**
Betaalbaar by kennisgewing van aanvaarding.
- BESTAANDE lede – **R 400,00** (jaarliks)
- Inskrywingsfooie dek die beplande uitstappies vir die jaar.

- NEW members – **R 500,00**
Payable upon notice of acceptance.
- CURRENT members – **R 400,00** (annually)
- Entry fees cover costs of planned activities during the year.

Belangrik / Important

Die **2027**-fooie word eers later in 2026 bekend gemaak.
(Verwys na webtuiste vir huidige fooie)

The **2027** fees are only announced later in 2026.
(Refer to website for current fees)

EENMALIGE betalings – moet betaal word vóór 31 Jan 2027 om enige korting te verdien.

ONCE-OFF payments – payable before 31 Jan 2027 to qualify for the discount.

MAANDELIKSE betalings:

- *10 gelyke paaiemente, maar dek die hele jaar se Nasorg.
- *Betaalbaar vanaf **1 Jan tot 1 Okt 2027**.
- *Geen betalings in Nov/Des nie.

MONTHLY payments:

- *10 equal payments for the whole year's Aftercare.
- *Payable from **1 Jan to 1 Oct 2027**.
- *No payments in Nov/Dec.

Nasorgfooie **STRENG VOORUITBETAALBAAR** op die 1ste van die maand (anders as by die Skool).

Aftercare fees are payable **STRICTLY IN ADVANCE** on the 1st of the month (different from the school).

Die Trust behou die reg tot kansellering van lidmaatskap in die geval van onbetaalde fooie.

The Trust retains the right to cancel membership in the case of unpaid fees.

GEEN kontantbetalings, a.g.v. sekuriteitsdoeleindes.

NO cash payments for security reasons.

Die Trust het **níe** 'n debietorder-fasiliteit nie – slegs EFT.

The Trust does **not** have a debit order facility – EFT only.

ALGEMENE REËLS

Die Nasorg by Durbanville Voorbereidingskool is 'n aparte entiteit en word deur die Durbanville Voorbereidingskool Trust bestuur.

DISSIPLINE

- Die Durbanville Voorbereidingskool Trust ondersteun dieselfde dissiplinêre beleid as Durbanville Voorbereidingskool.
- Optredes soos boelie, vloek, aggressiewe spel, ontwigting van die program of benadeling van ander leerders word verbied.
- Goeie kommunikasie tussen ouers en die toesighouers-/nasorgpersoneel is van kardinale belang.
- Probleme met dissipline sal met diskresie deur die toesighouers hanteer word.
- In ernstiger gevalle, kan Wilma Kotze gekontak word (021-975-1125 of fin@dvprep.co.za) of Aneldi Coetzee, Nasorgkoördineerder (073-968-7335 na 11:00 of nasorg@dvprep.co.za).
- Indien nodig, sal probleme na die Trust verwys word in samewerking met die bestuurspan van die skool.
- Die Trust behou te alle tye die reg om die lidmaatskap van leerders te hersien of te kanselleer.

BUITEMUURSE AKTIWITEITE & SPORT

- Kleredrag: Leerders bly in skoolklere tydens Nasorg en mag slegs verkleed vir sport.
- Toesighouers sal verseker dat leerders die aktiwiteite bywoon, maar dis nie altyd moontlik om die leerders te vergesel na die velde/lokale nie. Ons probeer te alle tye leerders se veiligheid verseker, sover menslik moontlik.
- Ouers word gevra om hul kind se toesighouer in kennis te stel van leerders se sport-/aktiwiteitsprogram OF enige veranderinge van hul program.

HUISWERK

- Huiswerk bly TE ALLE TYE die ouers se verantwoordelikheid.
- Toesighouers gee aandag aan huiswerk wat in groepsverband gedoen kan word, bv. Klanke & Wiskunde.
- Daar is daaglikse vasgestelde tye waartydens alle leerders huiswerk moet doen. Leerders sal slegs verskoon word by uitsondering en met skriftelike toestemming van ouers.

ETES (Graad 1 tot 3)

- Graad R-leerders moet hul eie middagete saambring.
- Graad 1-3: 'n Ligte middagete word verskaf waartydens leerders aansit by 'n tafel.
- 'n Versnapering word ook later in die middag verskaf. Ouers mag ekstra kos inpak.
- Enige kos- of ander allergieë moet onder die toesighouer se aandag gebring word. Ons voldoen nie aan dieëetvoorkeure nie.

VERANDERING VAN BYWONING: Halfdag & Voldag

- Dit mag slegs 1 maal per jaar geskied.
- Die versoek kan skriftelik aan fin@dvprep.co.za gerig word vir goedkeuring.
- Nuwe inskrywings (Voldag) mag eers vanaf die 2de kwartaal verander.
- Kansellering van lidmaatskap: Die Trust vereis 1 maand se kennisgewing (fin@dvprep.co.za).

Indien u enige verdere vrae het, is u welkom om ons enige tyd te kontak. Baie dankie vir u samewerking.

Wilma Kotze

TRUST Finansies & Administrasie

021-975-1125

fin@dvprep.co.za

Aneldi Coetzee

NASORG Koördineerder

073-968-7335 (ná 11H00)

nasorg@dvprep.co.za

GENERAL RULES

We would like to share this important information and general rules with you. The Aftercare at Durbanville Preparatory School is a separate entity and is managed by the Durbanville Preparatory School Trust.

DISCIPLINE

- The Durbanville Preparatory School Trust supports the disciplinary code of conduct of Durbanville Preparatory School.
- Behaviour such as bullying, swearing, aggressive play, disruption of the programme or infringing upon the rights of others is not allowed. Good communication between parents and the caregivers or Aftercare staff is of utmost importance.
- The caregivers will handle any disciplinary problems with discretion.
- More serious problems may be referred to Wilma Kotze (021-975-1125 or fin@dvprep.co.za) or Aneldi Coetzee, Aftercare Coordinator (073-968-7335 after 11:00 or nasorg@dvprep.co.za)
- If necessary, problems may be referred to the Trust in cooperation with the management team of the school.
- The Trust always retains the right to review or cancel membership of learners.

EXTRA-MURAL ACTIVITIES & SPORT

- Clothing: Learners stay in their school uniforms for aftercare and may only change for sport.
- Caregivers will ensure that learners attend their activities or sport, but it is not always possible to accompany them to the venues. We do endeavour to make sure that learners are safe as far as possible.
- Parents are asked to inform their child's supervisor of learners' sports/activity program OR any changes to their program.

HOMEWORK

- Homework ALWAYS remains the responsibility of the parents.
- Supervisors pay attention to homework that can be done in groups, e.g. Phonics & Mathematics.
- There are set times daily during which all learners must do homework. Learners will only be excused in exceptional cases and with written permission from parents.

LUNCH

- Grade R learners must pack their own lunch/snack.
- Grade 1 to 3 learners receive a light meal and will be seated at tables for lunch.
- A snack is also served later in the afternoon. Parents may pack extra food.
- Parents should inform the caregivers of any food- or any other allergies. We do not cater for dietary preferences.

CHANGE OF ATTENDANCE: Half Day or Full Day

- Changing may take place only once a year in writing to Wilma at fin@dvprep.co.za for approval.
- New entries (Full Day) may only change to Half Day from the 2nd term.
- Cancellation of membership: The Trust requires 1 months' notice in writing to fin@dvprep.co.za

If you have any further questions, you are welcome to contact us at any time. Thank you very much for your cooperation.

Wilma Kotze
TRUST Finance & Administration
021-975-1125
fin@dvprep.co.za

Aneldi Coetzee
AFTERCARE Co-ordinator
073-968-7335 (after 11:00)
nasorg@dvprep.co.za