



CHECKLIST 2021

- **Application period: 25 June 2020 – 25 July 2020**
- Parents are welcome to apply for **Gr R – Gr 7**.
- **Gr R & Gr 2 – Gr7:** Application form & Check list are available on www.brooklynprimary.co.za
- **Gr 1:** Application period opens 25 June 2020 at 08h00. Certified copies of the below mentioned supporting documents, must please be uploaded during the online registration process.
- Completed application forms and supporting documents must be submitted to admissions@brooklynprimary.co.za. Due to Covid-19 we will not be able to accept hard copy submissions directly at school.
- Incomplete applications will not be processed.
- **Gr 1 applications have to be REGISTERED ONLINE.**
 - Step 1: Register online at www.gdeadmissions.gov.za Please remember to upload certified copies of the below mentioned supporting documents online.
 - Step 2: After registration receive waiting list number.
 - Step 3: Kindly forward your waiting list number from the GDE to admissions@brooklynprimary.co.za Parents are welcome to email their certified supporting documents to the school.
 - Please refer to the Learner Intake Application process on www.brooklynprimary.co.za or www.gdeadmissions.gov.za , for a step by step explanation on how to apply online.
- Learners will be placed according to the following criteria:
 - (a) Home address closest to school in the feeder zone area.
 - (b) Siblings of current learners.
 - (c) Work address within the feeder zone area.
 - (d) Home address within 30 km of feeder zone area.
 - (e) Home address beyond 30 km of feeder zone area.
- Supporting documents:
 - Please attach **CERTIFIED COPIES** of the following documentation to the application form.
 - Parents will have **7 days** to submit the following documents:

<u>South African Citizens:</u>	<u>Non-South African Citizens</u>
1. Child's Birth Certificate.	1. Child's Asylum Seeker Permit/ Refugee Permit / Passport.
2. Parent/ Legal Guardian ID.	2. Parent/ Legal Guardian Passport.
3. Child's Clinic Card	3. Child's Clinic Card
4. *Proof of Home/** Work address – The address used to apply with.	4. *Proof of Home/**Work address – The address used to apply with.
5. ***Report card Term 1/2/3: Gr 2 – Gr 7 learners	5. ***Report card Term 1/2/3: Gr 2 – Gr 7 learners

*Proof of Home address: Water and utility bill/ lease agreement registered in the parent/ guardian's name.
**Proof of Work address: Confirmation of employment letter on a company letter head, signed and stamped, of the parent/ guardian.
***Transfer cards and report cards from private schools must comply with National Protocol for Assessment standards.

- The following documents will be required in 2021, only once the learner's application has been successful:
 - **Transfer Card & Term 4 Report:** Gr 2 – Gr 7, only once the official Transfer Card and Term 4 Report card is received by Brooklyn School, can the learner's placement be finalised.
 - **Study Permit:** Non-South African learners are required to submit the necessary study permit once the learner has been accepted.