



2022 - Application Checklist

- Parents are welcome to apply for Gr R – Gr 7, as per the application period

- **Gr R & Gr 2 – Gr 7 Applications:**

- Application period: 10 August 2021 – 08 October 2021
- Application form and Checklist are available on www.brooklynprimary.co.za
- Completed application forms and certified supporting documents are to be submitted to admissions@brooklynprimary.co.za. Due to the Covid-19 pandemic, we humbly request that applications only be submitted electronically to admissions@brooklynprimary.co.za
- Alternatively, the Drop off box and Register, for the submission of application forms are available at the office gate in Murray Street. Monday-Friday between 07h00 – 14h00 during school terms.

- **Gr 1 Applications:**

- Application period opens 13 September 2021 at 08h00
- **Applications have to be registered online**
- Step 1: Register online at www.gdeadmissions.gov.za
- Step 2: Certified copies of the below mentioned supporting documents, **must please be uploaded during the online registration process. Incomplete applications cannot be processed.**
- Step 3: After registration receive waiting list number.
- Kindly quote your waiting list number from the GDE in the subject line when emailing the school.
- 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.
- Incomplete applications cannot be processed.
- 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 (Pages indicating child's name & inoculations)	3. Child's Clinic Card (Pages indicating child's name & inoculations)
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 letterhead, 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 2022, only once the learner's application has been successful:**

- **Transfer Card & Term 4 Report:** Gr 2 – Gr 7 learners. The placement process can only be finalised once the Transfer Card and Term 4 Report have been received by the school. Kindly submit these documents to admissions@brooklynprimary.co.za by **31 December 2021**.
- **Study Permit:** Non-South African learners are required to submit the necessary study permit once the learner has been accepted.

2022 Application Period:

Gr R & Gr 2 – Gr 7:

10 August 2021 – 08 October 2021

Gr 1:

Phase 2: 13 September 2021 – 08 October 2021