



Parkview Junior School

(GAUTENG DEPARTMENT OF EDUCATION)

Telephone 011 646 5542 / 486 1690

Ennis Road, Parkview
Johannesburg, 2193
admin@parkviewjunior.co.za (admin)
finance@parkviewjunior.co.za (finance)

10 November 2025

Grade R Letter

Re: SCHOOL FEES - 2026

Dear Parents/ Guardians and Sponsors

Parkview Junior School is a **compulsory fee-paying public school**.

We are dependent on school fees in order to function properly. Our fee policy and fees are reviewed on an annual basis.

We thank all who have paid their fees regularly during 2025. By doing so you enable the school to provide a quality education to all our learners.

At the Annual General Meeting (AGM) held on 4 November 2025, a quorum of parents approved that the school will remain a compulsory fee-paying school.

In terms of Section 39 of the South African Schools Act 84 of 1996, you are therefore liable to pay school fees.

The following 2026 fees, fee structure and resolutions, were adopted at the AGM..

We advise that the annual school fees per learner for the 2026 school year will be:

Grade 1-3 for R31,200
Grade R for R 33,300

Compulsory Book Fee R550 - Due by 31st December 2026 (Non-Refundable once 2026 books are issued).

School fees are payable in advance and if fees are not paid in advance, they are due in **10 equal monthly instalments**

Payments commence on 1st January 2026, ending 31st October 2026.

PAYMENT OPTIONS

The following payment options are available:

- (a) In cash or by card to the school.
 - Bank charges will be charged to the parent/guardian's account
 - Amounts over **R500** must be deposited directly into the school's bank account and email proof of payment finance@parkviewjunior.co.za
- (b) By Direct Deposit into the school bank account – EFT or Cash deposit (please note that cash deposit fees will be charged to the parent/guardians account)
- (c) By debit order - in which event parents are requested to complete Annexure B - Debit order form. This must be completed annually.

The school banking details are:

Account name: Parkview Junior School
Bank: FNB
Branch Code: 255805 – Craighall
Account No.: 50332116299
Reference: Account number or Child's Name and Surname+Fees

DISCOUNTS

1. Parents/Guardians who settle their accounts in full, on or before 31 December 2025, will be entitled to a discount of R1,800 per learner, this applies for Gr R to Gr 3.
2. Parents/Guardians who settle their accounts in full by 31 January 2026 will be entitled to a discount of R1,400 per learner, this applies for Gr R to Gr 3.
3. Parents/Guardians who settle their accounts via 10 successful consecutive debit orders From January 2026 will be eligible for a R1,000 discount in October.

Please see below for requirements if full settlement of accounts is done.

- **Amounts must be paid directly into the school's bank account**
- **Email Proof of Payments to the school accounts department – finance@parkviewjunior.co.za**
- **Cash deposit fee (where applicable) will be charged to the Parent/Guardian's school fees account.**

APPLICATION FOR EXEMPTION FULL, CONDITIONAL OR PARTIAL EXEMPTION OF SCHOOL FEES

Please contact the office to arrange collection of the necessary form in January/February 2026.

The written application for exemption/partial/conditional exemption of school fees is to be submitted before **27 February 2026**.

Should the application not be successful, an appeal can be made to the School Governing Body (SGB) and Gauteng Department of Education via the SGB.

UNDERTAKING TO PAY SCHOOL FEES

The annexed "Undertaking to Pay School Fees" which follows, must be completed and returned to school by Friday, 28 November 2025.

POLICY REGARDING FEES WHEN LEAVING THE SCHOOL MID-YEAR

Should you withdraw your child from Parkview Junior School during the year, we require written notice and one month's fees as notice.

This means the following, if:

1. Monthly payments made – you are required to pay 1 month's fees following the month of notice given. E.g. If notice is given in July (7 months attended) and you leave within a month of giving notice you are required to settle 8 months of fees.
2. Full fees settled at the beginning of the year – your reimbursement will be calculated on 10 months as if you paid monthly. i.e – annual fee /10 x number of months not attended (less 1-month notice fee if applicable) E.g. Notice given in August and leave within 1 month of notice (number of months attended 8+1 months fees notice) - the calculation will be as follows: $R31,200/10 \times 1 = R3,120$ refund.
3. Learners who leave during the 4th term will be liable for a full years' school fees.

Should you have any queries please email –

admin@parkviewjunior.co.za or finance@parkviewjunior.co.za

or phone the school office – 011 646 5542.

PARKVIEW JUNIOR SCHOOL
Undertaking to pay school fees 2026
Grade R

I, the undersigned _____ (*print full name*)
 I.D. Number: _____ being the parent / guardian / sponsor of the following learner/s,
 acknowledge that I am lawfully indebted to Parkview Junior School for school fees for the year 2026 and that I
 undertake to pay on the due date.

Name of learner	Grade in 2026	Amount
	R	
Less Deposit Paid		
TOTAL		R

I elect to pay fees as follows: (*Please make a cross next to your option*)

	Description	Fees	Selection
1	A single payment per learner on or before <u>31 December 2025</u> . (less the R6,500 deposit paid for GrR – R5,950 Fee deposit and R550 Book Fee deposit)	R 25,550 (after R1,800 discount and deposit)	
2	A single payment per learner on or before <u>31 January 2026</u> . (less the R5,950 Fee deposit paid for GrR)	R25,950 (after R1400 discount and deposit)	
3	<u>DEBIT ORDER (A new form to be completed every year)</u> 10 Equal monthly instalments per learner from <u>1 January</u> <u>2026</u> . (less the R5,950 Fee deposit paid for GrR)	R2,735	
4	<u>BANK DEPOSIT/ EFT</u> 10 equal monthly instalments per learner from <u>1 January</u> <u>2026</u> . (less the R5,950 Fee deposit paid for GrR)	R2,735	
5	<u>BOOK FEE: Once off R550 per learner by 31 December</u> <u>2025</u> (or due with placement deposit)	R550	

I acknowledge that if I fail to make such payment on the due date, the full outstanding balance will immediately become due and owing;

I further undertake and promise to pay or repay to the school whatever amounts are expended by the school on recovering the aforesaid sum or any part thereof, including costs on an attorney client basis as well as collection charges where applicable.

For all purpose of this acknowledgment, I appoint my domicillium citandi et executandi (*address nominated where legal notices may be sent*) as follows: (Physical address not box number)

I acknowledge receipt of and have read the covering letter attached to this document.

I further acknowledge that no relaxation or indulgences granted to me by the school in respect of any obligations herein undertaken by me and no tender of payment by means of cheque or stop order or debit order or any other means, shall constitute a waiver or novation of the rights acquired by the school by virtue of this document.

Signature: _____ **Date:** _____

Contact numbers:

Parent/Guardian 1 - Work: _____ Home: _____ Cellphone: _____
 Parent/ Guardian 2 - Work: _____ Home: _____ Cellphone: _____

Exemption applied for YES/NO (Please circle which is applicable)

IF YOU REQUIRE ANY FURTHER INFORMATION, PLEASE CONTACT THE SCHOOL ON OR BEFORE
28 NOVEMBER 2025

SOUTH AFRICAN SCHOOLS ACT NO 84 OF 1996
REGULATIONS FOR THE EXEMPTION OF PARENTS FROM PAYMENT OF SCHOOL FEES


CHECKLIST FORM
GRADE R

(Mark with a cross in applicable box)

- | | | | |
|--|--|-----|----|
| 1. Has the principal informed you about the amount of the annual fees to be paid?
School fees are R33,300 for Grade R and a compulsory Book Fee of R550 before discount and deposit | <table border="1" style="border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">YES</td> <td style="padding: 2px 10px;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 2. Has the principal informed you that you are liable for the payment of school fees unless you are totally exempted from paying school fees? | <table border="1" style="border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">YES</td> <td style="padding: 2px 10px;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 3. Has the principal informed you about your right to apply for exemption from paying school fees? | <table border="1" style="border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">YES</td> <td style="padding: 2px 10px;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 4. Do you wish to apply for such exemption?
NOTE: This is NOT an application for exemption. Please collect forms from the office. | <table border="1" style="border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">YES</td> <td style="padding: 2px 10px;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 5. Do you wish to be assisted in making such application? | <table border="1" style="border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">YES</td> <td style="padding: 2px 10px;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |
| 6. If you wish to apply for an exemption - Has the principal/ school office provided you with a form for application for exemption – | <table border="1" style="border-collapse: collapse;"> <tr> <td style="padding: 2px 10px;">YES</td> <td style="padding: 2px 10px;">NO</td> </tr> </table> | YES | NO |
| YES | NO | | |

Exemption Form (available from the office)

Mrs. EF Pennington
Principal


Signature of Principal

Date: 14-11-2025

Name of Parent/Guardian

Signature of Parent/Guardian

Date: _____