



# PAROW NORTH

## Primary School

Theal Street, Parow North, 7500

Tel: 021 930 2663/5

e-mail: [info@parownorthprimary.co.za](mailto:info@parownorthprimary.co.za)

e-mail: [finance@parownorthprimary.co.za](mailto:finance@parownorthprimary.co.za)

08 November 2025

## 2026 FINANCE OFFICE GUIDELINES

### 2026 Approved School Fees

- R17 200 per learner per year, or
- R1 720 per learner per month

### Two Payment Options

- **Option 1:** As per our School Fees Policy, school fees are payable in advance for the year. If school fees are paid in full for the year, by the end of February 2026, a 10% discount will be granted. The amount payable will be **R15 480**.
- **Option 2:** If parents are not able to pay the annual school fees in advance, at the start of the year, the school fees can be paid over a ten-month period – from the end of January to end of October 2026.

*Parents who get paid on the 15<sup>th</sup> of a month, are advised to make their first 2026 payment on 2026-01-15. (Many parents fall behind because they forget about the January payment. It does not matter what date schools start in January; a full month's school fees payment must be made by the end of January 2026.)*

### Payment Methods

- **EFT payments** into the school's bank account are preferred.
  - When paying via EFT, please use the reference: name, surname, and grade of the learner. e.g., Mary Moore 1.2 **SF**. This assists the Finance Office in applying the payments timeously and correctly.
  - Please also change the grade of the learner each year, as some learners share the same names and surnames.
  - Our new accounting system does not allow for family accounts if there are more than one learner.
  - Proof of payment must be emailed to: [finance@parownorthprimary.co.za](mailto:finance@parownorthprimary.co.za)
- **Cash payments** may be made at the Finance Office.
  - When sending cash to school with a learner, please ensure that it is in a sealed envelope, with the name, surname, and grade of the learner, as well as the payment details, written on it.

- Please ensure that the correct amount is inside the marked envelope. The Finance Office does not give any change.
- When paying school fees, aftercare fees and/or purchases from the clothing bank in cash, please bring the correct amount of money. No change will be given.
- We do not accept any cheques.
- We do not have bank debit or credit card facilities.
- We do not make use of the Karri App.

**Additional Payments**

- The following **School Wear Items** can be purchased from the Finance Office either via EFT payment, or cash payment (correct amount):
 

<u>Items</u>	<u>Reference</u>
- School Bag	e.g., Mary Moore 1.2 <b>SB</b>
- Tog Bag	e.g., Mary Moore 1.2 <b>TB</b>
- Sports Cap	e.g., Mary Moore 1.2 <b>SC</b>
- Sports Socks	e.g., Mary Moore 1.2 <b>SS</b>
- Outing Bag	e.g., Mary Moore 1.2 <b>OB</b>
- **Private Activities** must be paid directly into the service provider’s account – *not* into the school’s bank account.
  - **KDP:** Paid directly to Mrs René Bosse. (083 601 6902)
  - **Piano, Keyboard and Recorder:** Paid directly to Mrs Liana Smit. (084 581 3966)

**2026 AFTERCARE PAYMENTS AND ENROLMENT**

**2026 Approved Aftercare Fees**

- Long Aftercare (*Until 17:30*)                      R2 500 per term
- Short Aftercare (*Until 14.30*)                      R1 200 per term
- Admin. Fee (*Once-off*)                              R300
- Day Aftercare (*Until 17:30*)                      R60 per day

**Payment Methods**

- Aftercare Fees are **payable in advance**. Learners may not attend Aftercare if the fees have not been paid up front.
- Aftercare Fees are payable via **EFT or cash**.
  - Please use the following reference when paying Aftercare Fees via EFT: e.g., Mary Moore 1.2 **AC**. Proof of payment must be emailed to [finance@parownorthprimary.co.za](mailto:finance@parownorthprimary.co.za).
  - Cash payments must be in a sealed envelope, with the name, surname, and grade of the learner, as well as the payment details, written on it.

### **Day Aftercare**

- If you would like your child to attend our Aftercare for a day or more as needed, please email the Finance Office with the details. (Learners mostly make use of Day Aftercare when they have extra-curricular activities.)
- We advise all Day Aftercare parents to make use of the **prepaid option**. The Finance Office will invoice for every day attended and will notify parents when the prepaid account needs to be topped up. (Having credit is helpful for unforeseen circumstances, e.g., when you are unable to fetch your child on time.) Payment is made via EFT. Proof of payment must be emailed to: [finance@parownorthprimary.co.za](mailto:finance@parownorthprimary.co.za). The Finance Office will inform our Aftercare that the learner will be attending.

### **Morning Care**

This is a private service run by Mrs Diane Pienaar (Aftercare Head) from 06:30. All payments must be paid directly to Mrs Pienaar; **not the school**.

### **Registration/Enrolment**

- Aftercare registration/enrolment will take place on **24 November 2025 from 06:15** in our Aftercare Centre. (Please enter via the lower Pierneef Street gate.)
- We have limited space for learners; therefore, we work on a first-come-first-served basis.
- Parents must come to school to enrol their children. The registration form must be accompanied by:
  - an ID-size photo of the learner
  - a copy of the medical aid card (If you do not have a medical aid, you may write the doctor's details on the registration form.)
  - the once-off Admin. Fee (Cash only. Please bring the correct amount of money.)
- Your child is accepted once your admin. fee is paid on registration/enrolment day.

Yours sincerely

**The School Governing Body  
Parow North Primary School**