



# PINEDENE PRIMARY

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TEL 016 023 0295  
EMAIL [info@pinedene.co.za](mailto:info@pinedene.co.za)

PO Box 626  
Vanderbijlpark 1900

## PINEDENE PRIMARY SCHOOL

### NOTICE 3 OF 2025: PARENT MATTERS

21 January 2025

Dear Parents,

1. Our School Governing Body

- Any parent who would like to make themselves available for co-opted positions, please contact me via email ([bea@pinedene.co.za](mailto:bea@pinedene.co.za)) and I will forward this information to our SGB chairperson.
- **CUT-OFF DATE IS THIS FRIDAY, 24 JANUARY 2025.**

2. Parents' meetings:

The following dates are scheduled for parents' meetings. We request that all parents attend these meetings.

(1) Tuesday 21 January – Parents' Information Meeting for Grade R to 3 parents.

(2) Wednesday 22 January – Parents' Information Meeting for Grade 4 to 7 parents.

- These meetings will be conducted in your child's register class to discuss general matters.
- They start at 18:00. As it is a general meeting in each class, parents **must** be on time, as you will miss part of the meeting if you arrive afterwards.
- Specific information about where the class is, will be communicated by your child's teacher.

3. School Fees

As per the resolution taken at the AGM of 2024, Pinedene Primary school fees for 2025 are:

i) **Grade R school fees have remained as follows:**

**R12 100 per child per year, payable in the following instalments:**

- R500 (non-refundable) upon acceptance of placement
- 4 payments of R2 900 each, payable within the 1<sup>st</sup> week of each term.

**NB: This means that every Grade R parent should, by now, have paid R500 + R2900. If not, you have fallen behind on your school fee commitments, and it should be rectified immediately.**

Parents have requested to pay on a monthly basis. This is permissible as follows:

- Payments spread over 10 months:
- R500 upon acceptance; and then R1160 x 10 (January – October)
- This must be confirmed by the parent via email to [penny@pinedene.co.za](mailto:penny@pinedene.co.za)

ii) **Grade 1-7 school fees are now set at R7 200 per child per year, payable in 12 instalments of R600 per child per month:**

- Please be reminded that your first payment was already due, as school fees are paid in advance each month.
- School fee account for 2025 must be fully settled no later than the 7<sup>th</sup> of November 2025.

**Parents who have made arrangements to catch up on previous years' school fees must keep to their commitments to avoid accounts being handed over.**

iii) Qualifying parents may apply and will be (if they qualify) granted school fee exemption, calculated according to Government Policy.

- Condition: Individually assessed to determine affordability.
- Please contact the office (0160230295) for information regarding exemption forms.

iv) Discount for early payment.

**Accounts settled in full by Friday, 28 March 2025** (end of the first term) will qualify for the following discount, based on the number of **siblings** enrolled at Pinedene:

1 – 5%;                      2 – 10%;                      3 (or more) – 15%

These discounts are applied on the full amount of school fees and translate to the following amounts.

1 child – 5% of R7 200: discount of R360. Full amount to be paid – R6 840.

2 children – 10% of R14 400: discount of R1 440. Full amount to be paid – R12 960.

3 children – 15% of R21 600: discount of R3 240. Full amount to be paid – R18 360.

**PINEDENE IS A QUINTILE 5 SCHOOL AND WE DEPEND LARGELY ON OUR SCHOOL FEES FOR OUR SURVIVAL AND DEVELOPMENT. OUR PARENTS CHOSE TO ENROL THEIR CHILDREN AT PINEDENE FOR SPECIFIC REASONS. NON-PAYMENT OF FEES WILL RESULT IN THE OVERTURNING OF OUR GENERAL STANDARD.**

#### 4. Payment options

- We are trying to limit the use of cash at school. The preferred payment method is that parents make EFT payments into the school's bank account:  
STANDARD BANK                      CHEQUE ACCOUNT  
BRANCH CODE: 014737                      ACCOUNT NUMBER: 021894973  
**Your school fee account must be used as the payment reference. Proof of payment must be sent to [penny@pinedene.co.za](mailto:penny@pinedene.co.za) OR [liezel@pinedene.co.za](mailto:liezel@pinedene.co.za)**
- Alternatively, parents may make card payments at the administrative office.
- Cash payments are still accepted, but – as stated above – we would like to limit this. If you do send school fees to school with your child, please use the school fees envelope. ENTER AND SIGN IN THE APPROPRIATE BLOCKS TO CONFIRM THE AMOUNT. Also, it is advisable, that you inform the teacher that you are sending money in to school.
- **Parents who experience financial difficulties must come and discuss the problem at school. Please do not leave this for too late, as the problem will only escalate. Please note, that discussions of such problems does not mean that you will be exempted. Exemptions only take place via the legal**

route. As an SGB we can, however, draw up alternative payment plans to assist you.

#### 5. EXEMPTIONS

- Exemption applications open on 3 February 2025 and must be handed in by hand before 7 March 2025. Please do not delay.
- The SGB must adjudicate each application and the parent will be informed about the decision taken.

#### 6. Collection of children after school

This remains a HUGE PROBLEM. Please make arrangements that your children are collected from school immediately after their dismissal.

Reminder - we write out fines for learners collected more than 30 minutes after the due time. Last year, many parents ignored these fines and it was a huge task to administer it. This year, if fines are not paid within a week, the outstanding amounts will be added onto your school fee account.

DEMAND GOOD SERVICE FROM YOUR TRANSPORT SERVICE PROVIDER! Make sure that they know to wait/look for your child when they arrive at the school to pick them up - there have been cases where a child went to the bathroom and came back, to find that the taxi has left him/her behind. This is not our responsibility - the fine will still be issued, regardless of the reason.

You entrust them with your children's wellbeing. Communicate with them and make sure that they keep your children safe and collect them on time. We do not issue a fine to a driver, fines are issued to the parent. The service you receive from your transport service provider must be sorted out by the parent.

#### 7. TELEPHONE AND FAX NUMBERS

Telephone: (016) 023 0295

Email address: [info@pinedene.co.za](mailto:info@pinedene.co.za)

Finances: [liezel@pinedene.co.za](mailto:liezel@pinedene.co.za) or [penny@pinedene.co.za](mailto:penny@pinedene.co.za)

Please note that these numbers are not compatible with SMS messages.

#### 8. GENERAL

Please talk to us if you are in doubt of any of the school rules or regulations.

Pinedene regards

  
MS B. DU PONT (PRINCIPAL)