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www.countryhouseschool.co.za

HOPHOUSE AGREEMENT / CONTRACT & POLICIES

♻ GO GREEN! DON'T PRINT – READ AND COMPLETE THIS FORM ON YOUR SCREEN.

FEE POLICY

SERVICE	COST
REGISTRATION FEE Payable once-off for each applicant on admission	R150 Non-refundable & non-transferable Includes grip socks
HOP-TODS From 2 years and up	R320 a month for 4 lessons (R80 per lesson) 30 min lesson, once a week
JUNIOR-HOP Grade 1 and up	R440 a month for 4 lessons (R110 per lesson) 60 min lesson, once a week

DISCOUNT

- Siblings qualify for a 5% discount, and a 5% discount is granted when attending 2 or more lessons a week
- The discount always applies to the lower amount
- Only one discount can apply at a time

CALENDAR

TERM 1	Wednesday 13 January – Friday 19 March
HOLIDAY - WE ARE CLOSED	Saturday 20 March – Monday 5 April
TERM 2	Tuesday 6 April – Friday 25 June
HOLIDAY - WE ARE CLOSED	Saturday 26 June – Monday 19 July
TERM 3	Tuesday 20 July – Friday 17 September
HOLIDAY - WE ARE CLOSED	Saturday 18 September – Monday 4 October
TERM 4	Tuesday 5 October – Friday 10 December

WE WILL BE CLOSED ON THE BELOW DATES

Sunday 21 March – Human Rights Day	Monday 22 March – School Holiday
Friday 26 March – Monday 29 March EASTER WEEKENDS	
Monday 26 April – School holiday	Tuesday 27 April – Freedom Day
Saturday 1 May – Workers Day	Wednesday 16 June – Youth Day
Monday 9 August – Women's Day	Friday 24 September – Heritage Day

LAST LESSON DAY OF 2027: Friday 10 December

INVOICING & PAYMENT TERMS

- Invoices will be emailed to parents or fee payers NO later than the 20th of each month for the following month.
- Parents / Guardians or fee payers must notify the Bursar immediately if an invoice is not received or if their email address or contact details have changed.
- We invoice 12 months of the year, for the number of lessons scheduled in the month ahead (e.g. if only 3 lessons are scheduled, only 3 lessons are invoiced). Fees are due on or before the 1st of each month, starting in January.
- Statements constitute proof of amount due, subject to objection in writing, emailed to the Bursar within 7 days.
- Acceptable payment methods: Electronic Funds Transfer (EFT) or Credit Card (Yoco card machine)
  NOTE: STRICTLY NO ATM cash deposits, as this method incurs bank charges that will be added to your account.
  Bursar: 072 416 6463 or bursar@countryhouseschool.co.za

BANKING DETAILS

COUNTRY HOUSE SCHOOL (Pty) Ltd
BANK: First National Bank
ACCOUNT NO: 62763447375
BRANCH CODE: 210554 (Universal)
REFERENCE: CHILD'S FULL NAME & SURNAME (for siblings, please use the eldest child's name & surname)

ANNUAL INCREASES

Parents / Applicants acknowledge when signing the contract that they will automatically become responsible and liable for any fees, annual increases or changes made to our policies, unless written notice or communication has stated otherwise.

DEFAULT ON PAYMENTS

- Fees are due by the 1st of the month. Interest of 2% per month and administration fees will be charged on payments not received by the 7th of the month.
- Students may be suspended if fees are in arrears.
- "No Pay-No Play" policy applies: tuition fees must be paid for participation.
- If experiencing financial difficulties, meet with the Bursar within 5 working days of the due date and provide proof and a proposal for alternative payment arrangements. The school will consider this, and its written response will be final.

NOTICE OR DEREGISTRATION

- One (1) full month's written notice, given by no later than the 1st is required for deregistration. Insufficient notice will result in liability for one month's tuition fees, including annual increases and levies.
- TERMINATION NOTICE LETTER must be completed and emailed to the Bursar. Notice will not be accepted through WhatsApp, SMS, telephone, or verbal communication to instructors/coaches/teachers.
- Non-attendance does not constitute notice. Written notice is required to terminate liability for fees.

ARRIVAL & PICK-UP

- Students should arrive 5 minutes before their scheduled class time (no earlier).
- Please pick up students on time; inform us if you're running late.
- A late pick-up fee of R50 applies if you arrive more than 30 minutes after the lesson ends.
- Students must wait inside the building; please escort minors. Drive carefully in the busy parking lot.
- CHS learners: during the school day, a CHS teacher or educator may take your child to and from lessons. A parent or guardian will not always be present, and parents accept and acknowledge this. Outside clients: a parent or guardian must bring and collect the child.

BREACH

In the event of any breach of this Agreement, both parents will be liable, jointly and severally, for the payment of fees irrespective of any maintenance and / or court orders which may exist between the parties. The parties to this application undertake to pay all legal costs, including attorney / client fees and collection costs incurred by the School in the event of the School having to take legal action for the recovery of fees.
Any notice of legal action to be instituted against Parents / Guardians or Adult Applicants and all processes may be served at the chosen domicilium citandi et executandi address as completed in the Application Form.

SCHOOL CLOSURES, ILLNESS, SUBSTITUTES & MAKE-UP LESSONS

1. In the event of closure due to **SEVERE WEATHER, NATURAL DISASTERS, GOVERNMENT MANDATES, NATIONAL/PROVINCIAL CLOSURES**, load shedding, or any other circumstances beyond the reasonable control of the school, HopHouse will not be obligated to provide make-up lessons, credits, or refunds for missed days.
2. Such closures include, but are not limited to: heavy rain, strong winds, flooding, fire, pandemics/epidemics, civil unrest, and directives from the Department of Education or other authorities.
3. The safety of learners and staff is our first priority. Any decision to close will be communicated to parents as soon as possible via WhatsApp or email.
4. While HopHouse may, at its sole discretion, attempt to offer alternative arrangements or make-up lessons, there is no obligation to do so. This policy is in place due to operational costs and loss of income incurred during such closures. By enrolling, parents/guardians acknowledge and agree to this policy.

ABSOLUTELY NO LESSON MAY TAKE PLACE UNDER THE FOLLOWING MEDICAL CONDITIONS:
Diarrhoea, gastric flu, open wounds or cuts, severe grazes, oozing ears (ear infection), pink eye (conjunctivitis), cold sores (herpes) anywhere on the body or facial area, unknown rashes or spots.

- Lessons cancelled by the School (other than for the closures listed above) will be rescheduled at a time convenient for the client.
- No credits or refunds will be issued for missed lessons.
- Lessons missed by the client are forfeited, regardless of reason.
- Make-up lessons are not guaranteed, but may be offered at the instructor's discretion and availability.
- Email the office to request a time slot or day change. Changes are subject to availability. If we cannot accommodate you immediately, this does not waive the notice period or entitle you to a discount if lessons are not attended.

Our programme's consistency lies in its method, not in one teacher. While we try to keep changes to a minimum, staff may get sick, have scheduling conflicts or leave. In such cases we will arrange a trained substitute or replacement coach to reduce disruption. Thank you for your understanding.

GENERAL

1. For queries and grievances, please contact the office directly rather than using social media. We do not tolerate gossip or slander.
2. We discourage spectators, to promote independence and keep distractions to a minimum during lessons.
3. **STUDENT BEHAVIOUR:** Students must show self-discipline and respect, and speak politely and kindly
- Zero tolerance for: profanity, bullying, aggression, sarcasm, insults, threats, harassment, fighting or physical altercations
- Behaviour jeopardising the school's learning environment, health, safety, morals, ethos, or welfare
4. **FACILITY RULES:** No food or drink in the practice area – water bottles only.
- Label all personal items clearly - HopHouse and its staff are not responsible for lost, damaged or stolen items.
5. **UNIFORM POLICY**: To promote uniformity, belonging and equality, and to allow free and comfortable movement during lessons
- HopHouse shirt & grip socks (mandatory) - Dark-coloured stretchable/soft shorts/longs (NO jeans or school uniform)
- Hair tied back neatly and securely (not covering the face) - No chewing gum, jewellery, bows, clips or large hair ornaments
6. **NAPPY POLICY:** Children under the age of 3 years, or those who are not fully potty-trained regardless of age, must wear a disposable nappy. Children may only stop wearing a disposable nappy after a 6-month record of no accidents.

AGREEMENT / POLICY DISCLAIMER

Country House School reserves the right to amend this Agreement, with reasonable written notice to parents.

PUBLICITY RELEASE

I fully and unconditionally, on my own behalf and on behalf of my child(ren)/dependant(s), hereby consent to and grant to HopHouse, its employees, licensees, assigns, agents and / or representatives rights to photograph, film or otherwise record my and/or my child's image and/or likeness and/or voice and to copyright, publish, distribute and use such image or recording without my name and/or the name of my child(ren)/dependant(s) and for any lawful purpose, including but not limited to publicity, illustration, advertising, social media, broadcasting and web content.

Signed at		On the		of		20
Signature of person responsible						
Consent **GIVEN OR DENIED**						

WAIVER & INDEMNITY

1. ASSUMPTION OF RISK

I/We hereby consent to my/our child's participation in trampoline gymnastics and conditioning lessons, special events and displays, and any other programmes offered by HopHouse. I/We understand that participation in trampoline gymnastics, conditioning and any other activities at HopHouse may result in unavoidable injuries including, but not limited to, muscle or other soft tissue strains, sprains and tears, broken bones and severe injuries such as paralysis, permanent disabilities, or even death from various causes, known and unknown, which include, but are not limited to, the heights of the equipment and the body during certain movements, rotation of the body, and movement of the body, in a unique environment. I/We am/are fully aware of the inherent risks involved in trampoline gymnastics, conditioning and any other activities offered by HopHouse and the possibility of injury from participating in these activities. I/We accept that a parent or guardian may not always be present at lessons, and that a CHS teacher or educator may take my/our child to and from lessons.

2. RELEASE OF LIABILITY

In consideration for allowing myself or my child to participate in activities offered by HopHouse, I, my heirs and assigns, next of kin, and all others acting on my behalf agree to waive any and all rights, claims, damages, actions, causes of action or suits of any kind or nature whatsoever which I have or my child has against Bonita Mellon, Country House School, HopHouse or any agent, employee, representative or other acting on their behalf and to indemnify, defend and hold harmless HopHouse or any agent, employee, representative or other acting on their behalf for any injuries suffered as a result of engaging in those activities offered by HopHouse. It is also my intent to release Bonita Mellon, Country House School, HopHouse and any agent, employee, representative or other acting on their behalf from liability for ordinary negligence (excluding gross negligence) that may occur in the future and agree not to sue. Should any part or parts of this agreement be held null and void, the rest of the agreement shall remain valid and maintain its full force and effect.

This acknowledgment of risk and WAIVER OF LIABILITY has been read by me and understood completely and signed voluntarily. I/We am/are 18 years of age or older. By agreeing to this I understand that whether I or my child is participating in or observing HopHouse lessons, I/my child may be injured while at HopHouse. I/We take full responsibility for my/our child's actions and agree to pay for any and all medical bills that might arise from an accident at HopHouse. This could include, but is not limited to, stepping off uneven mats and twisting an ankle, broken bones, torn ligaments, spine injuries or even death, including outside, in the parking lot and surroundings.

3. **MEDICAL EMERGENCIES**

I/We fully understand that the staff of HopHouse are not physicians or medical practitioners of any kind. With that in mind, I/we hereby authorise HopHouse to give first aid to myself/my child in the event of any injury or illness. I/We also authorise HopHouse to call an ambulance if they are unable to contact myself, the guardian or my nominated next of kin, or if they deem it otherwise necessary due to the severity of the accident. I/We also hereby agree to pay for such ambulance. As a parent / legal guardian / person responsible, I/we agree to provide health insurance/medical aid for the minor child and/or guarantee payment of any medical expenses incurred as a result of training, performing, or participation in all activities at HopHouse.

I/We hereby agree to inform HopHouse of any medical conditions (mental or physical) or medications they should be aware of, including but not limited to breathing problems, seizures, allergies, Down syndrome, dizzy spells, previous neck or spine injuries or conditions, broken bones, high blood pressure, diabetes, autism, epilepsy, heart conditions.

I/WE UNDERSTAND THAT ALL ABOVE CONDITIONS REQUIRE A DOCTOR'S RELEASE specifically indicating that myself /my child is fit enough to take part in HopHouse lessons.

I/We will abide by all the regulations and rules for participation in HopHouse activities as laid out in the HopHouse Rules, Application Form and Agreement Policy.

I/We have read and understood these regulations and rules for participation in HopHouse activities as laid out in the HopHouse Rules, Application Form and Agreement Policy and confirm that I/we will comply and prepare accordingly.

We, the undersigned

GUARDIAN 1		**DATE** (D/M/Y)	
GUARDIAN 2		**DATE** (D/M/Y)	
PERSON RESPONSIBLE		**DATE** (D/M/Y)	