



Durban Girls' High School

495 Lena Ahrens/Manning Road, Glenwood 4001 • Private Bag X14 Congella 4013
email: admin@dghs.co.za • <http://www.dghs.co.za>
Tel: 031 274 2700 • Fax: 031 205 6123

DURBAN GIRLS' HIGH SCHOOL ADMISSION POLICY

1. Admission to this school will be in accordance with the requirements of the South African Schools Act (Act 84 of 1996) and the relevant regulations issued by the KwaZulu Natal Department of Education.
2. Subject to this Act and any applicable Provincial regulations, the admissions policy of a public school is determined by the Governing Body.
3. The Governing Body shall determine the maximum number of learners who may be admitted to each grade giving due consideration to the available physical infrastructure and the prevailing learner: educator ratio.
4. Parents of prospective learners will be given application forms on request. The issuing of an application form to prospective entrants does not guarantee admission neither does attendance at an admission interview.
5. Application Forms will be available at the school and on the school website. No Application forms will be forwarded. An opening date and closing date for admissions will be set annually. All applications received by the closing date will receive equal attention.
6. Prospective parents must complete the admission form and return it to the school in person with the following documentation
 - A certified copy of the learner's unabridged birth certificate
 - The latest full year school report of the learner
 - Certified copy of the parent/parent's I.D document/s.
 - A utility account (electricity/water/rates) not more than three months old, in the name of the parents.
 - 1 Passport size photo of the learner.
7. Legal guardians who are not the biological parents of an applicant, will need to provide a court order as proof of guardianship.
Informal guardians must complete the documentation as required by the school. Such guardians need to convince the school of their guardianship.
8. All learners whose parents' residential address confirms that Durban Girls' High School is the nearest state high school to their place of residence will be considered for positions at this school. ("Nearest state high school" is defined as the state high school as measured from gate of residence to gate of this school.) Proof of the residential address will be confirmed by a recent certified copy of a utility bill, i.e. an electricity, rates or water bill. An original bank statement (within one month of the date of application) stamped by the bank will also be accepted.



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Admission is dependent on the availability of places. Any late applications from those whose closest state school is Durban Girls' High School may be placed on a list of applicants waiting for a vacancy.

9. Should a parent provide false information or provide false documentation which they have signed as the truth, the application will not be processed. Parents will be informed of this in writing. The school also reserves the right to revoke the admission of a learner who has gained admission in a fraudulent manner and to institute criminal proceedings.
10. An interview with the applicant and her parents with a Senior Staff member will take place before acceptance. The granting of an interview does not indicate acceptance for a position at the school.
11. Admission of learners will not be refused on the grounds of race, colour or creed.
12. Admission of learners will be age appropriate.
13. Admission of learners to this school will be in accordance with the school's language policy. The medium of instruction is English.
14. No primary school is regarded as a feeder school.
15. Because the number of applications always far exceeds the number of places available at the school, selection criteria have to be applied when considering awarding places at the school, such as:
 - * Geographical proximity to the school;
 - * Academic ability as shown on reports;
 - * Sporting and extra-mural achievements;
 - * Commitment to regular attendance at school and promptness;
 - * Community involvement and leadership abilities.
16. It may not always be possible to guarantee positions to out of area sisters of present or past learners, and the children of past learners.
17. Parents will be informed in writing of the status of their applications sent to the address on the application form, and such notice shall be deemed to have been received by the parent/guardian. If parents live out of area and the learner has not been accepted this will be the given reason.
18. All learners admitted to this school are required to adhere to the school's Code of Conduct for Learners and the Uniform Policy.
19. Parents who accept a position for their daughter will be requested to pay a once off acceptance fee to the Durban Girls' High School Educational Trust.

Ratified by the Governing Body of Durban Girls' High School 13 September 2012



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