



DECLARATION BY PUPIL'S CURRENT SCHOOL

Dear Sir / Madam

The pupil named hereunder has applied for admission to Woodridge College & Preparatory. **The parent by requesting completion of this form is giving you consent to do so.** Please complete the form honestly at your earliest convenience, as it forms part of our application process. Please send this directly to the school for the attention of Melanie Darlow melanie.darlow@woodridge.co.za

SECTION A

(to be completed by Head of present school)

Name of pupil: _____

Name of current school: _____

Current Grade: _____

School contact number: _____

School email address: _____

Father's mobile number: _____

Father's email address: _____

Mother's mobile number: _____

Mother's email address: _____

SECTION B

(to be completed by Head of present school)

1. Academic performance (please circle applicable answer)

Does the pupil's academic performance reflect his or her capability?

YES / NO

This pupil's academic results fall into which third of his/her grade?

TOP / MIDDLE / LOWER

2. Learning support

Please select the boxes that apply to specific learning support needs of this learner:

Has a diagnosis been made by a professional? Yes ☐ No ☐

Has further assessment been recommended? Yes ☐ No ☐

Academic skills		Emotional skills		Social Skills	
Reading		Sensory regulation		Communication skills	
Writing		Mood management		Peer relationships	
Spelling		Stress/worry coping skills		Relationships with authority figures	
Mathematics		Behaviour adjustment			

3. Skills

Please rate him/her on the following scale:

EXCELLENT	GOOD	AVERAGE	WEAK	VERY WEAK
5	4	3	2	1

Working skills		Social skills	
Concentration		Self-control	
Listening skills		Acceptance of responsibility	
Following instructions		Group participation	
Task completion		Courtesy	
Presentation of work		Behaviour	
Meeting deadlines		Respect for superiors	
Facility with English		Appearance	
Facility with Afrikaans		Leadership skills	
Facility with isiXhosa		Adherence to code of conduct	
Facility with Mathematics		Reliability	
Study habits		Problem solving ability	
Reading ability (score on reading test?)			

4. Involvement in school life

Please rate him/her on the following scale:

EXCELLENT	GOOD	AVERAGE	WEAK	VERY WEAK
5	4	3	2	1

Sport		Societies	
Culture		Attendance of school	
Attendance of extra murals			

5. General information

Please indicate with an X where applicable:

EXCELLENT	Would be a great asset to Woodridge College/Prep	
VERY GOOD	Would be a definite asset to Woodridge College/Prep	
GOOD	Would be an asset to Woodridge College/Prep	
AVERAGE	Indifferent	
WOULD NOT CONTRIBUTE MUCH...	Or gain much from attending Woodridge College/Prep	

Were the pupil's parents involved in or supportive of the school? YES / NO

Please elaborate _____

6. Finance

Name of person responsible for payment of fees: _____

Annual School Fees (current year): for his / her Grade? _____

Monthly / Termly / Annual payments (amount) :

Fees paid to date: _____ Balance owing: _____

Method of payment: Debit Order/ Cash/ EFT: _____

Have debit orders returned? Please circle: YES / NO

Have you experienced difficulties with school fee collection? Please circle: YES / NO

7. Discipline

Has any disciplinary action been taken against the pupil for any of the following offences? Please indicate with an X where applicable.

Disruptive in class		Books left at home	
Swearing		Work not done	
Gang related activities		Stealing	
Smoking		Dealing in or taking drugs	
Bullying / fighting		Insolence	
Vandalism			

Is there anything else you feel we should know about this pupil?

Would a follow up telephone call be useful? Please circle YES / NO

Head's name: _____ Signature: _____

Date: _____ School stamp: _____

Thank you for taking the time to complete the form.