



Sprout International Christian School.
P o box 33793 Kampala
Mobile: +256771 498809 / +256787671605

REGISTRATION FORM FOR SCHOOL ENTRY

Parent's photo

Parent's photo

child's photo

OFFICIAL USE ONLY:

Grade level: Age:

Year of admission Term starting..... Adm. #.....

1. Student details:

FULL NAME OF

PUPIL:
(As on birth certificate) first name middle name family name

Physical
address:

Mailing address:
Po Box..... town/city country.....

Nationality:
Male/Female:

Date of birth..... Age.....
Day month year (#of years & months)

Church family

attends:

Applying for class: Date:

Does the applicant have any close relatives in Sprout school? YES/NO

If yes: Name: class:.....

Relation:

Name: class: Relation:

Name..... class: Relation:

Education (previous schooling history):

Name and address of current/most recent

school:

Number of years at this school (with dates).....

Entry level requested :(circle one)

Early childhood:		Step by step	RR (READING READINESS)		ABC.	
		(3.-4yrs)	(4-5yrs)		(5-6yrs)	
Elementary level;	G.1	G.2	G.3	G.4	G. 5	G.6

Parents /guardians detail

a) Father's name.....

Mailing address: P O BOX Town/city Country:

Home telephone number: mobile telephone number(s).....

E-mail address;

Employer/mission board: occupation: Office telephone#

b) Mother name:

Mailing address:

P O
BOX town/city Country

Home phone number.....Mobile telephone number(s);

Email address: Employer:

occupation: Office telephone #.....

c) Guardians

name:

Mailing address: P O BOX town/city

Country:

Home telephone number Mobile telephone number(s)

Email address: Employer:
occupation

Office telephone#

In case of an emergency and the school cannot reach you: list the names above.

Name of person to contact:

Relation to child: Phone # office:
mobile #

Transport

Family name:

Distinguishing landmarks near home if any:

:
.....
.....
.....
.....
.....
.....
.....
.....

Type of house (flat, bungalow, etc.)

Color of roof: color of gate:

Will the applicant be required to use the transport at school?

Yes	no
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If yes, then which stop will be used: (please indicate the area where the home is located?).....

Upon returning the application form, a map with a detailed description of the student's home route from school should be enclosed.

SCHOOL RULES AND REGULATIONS

Please read the following school regulations before signing the form

At Sprout, we strongly believe that parents are to be the primary educators of their children the scriptures teach. We view parental involvement as a crucial part of a child's educational process; therefore parents are expected to take an active part in their child's school, education, and development. Parents who participate are sending their children a clear signal that says, "School is important."

The school requires parents' participation in the following areas:

- Attending parent/teacher conferences held once every term
- Guiding and talking to their children concerning Christian conduct
- Monitor any homework assignments daily and sign the homework slip.
- Providing a home environment that is a secure haven free from negative influences.
- To commit to accepting the challenge of training a child in the lord's way.

Financial regulations:

1. Sprout International Christian School does not have any supplementary funding. Therefore tuition is paid termly.
2. School fees are due on or before the first week of term.
3. Enrollment fee is to be paid before the student starts school; her/his name will not appear on the class list if that is not done.
4. Book-related fees are to be paid early at least two weeks before the term to allow ordering from South Africa. To have books here when the term starts.
5. Tuition late payment after the grace period of two weeks will attract a late payment fee of 25,000/= per week accumulated.
6. Unpaid balances cannot be carried over to a second month. Parents, who haven't paid after **fourteen (14) school days**, will be notified that their child (ren) is not to attend classes. In addition, there will be a financial hold on all report cards, transcripts, and other school records until the account is cleared.
7. Tuition is **non-refundable**,
8. Fees are not refundable in part or whole. If a student is withdrawn from the school, having previously booked attendance on any field trip, club, event, any money already paid to the school will become non-refundable. The student will not be eligible to attend or participate in the event.
9. If a child **loses ruins or damages** any school property, **a fee** will levied after an assessment of the damage to cover for a replacement. They will be **expected to pay** for the repairs.

Other Regulations:

10. If upon entry, it's found that any student has been willfully or persistently disobedient, lazy (about home and classroom assignments), disrespectful, Using foul language, engaging or introducing others to immoral literature or talk, then the school may **remove or expel** such a pupil or request the parent to remove him/her.
11. All students are expected to wear the **school uniform tidily**. The uniform must be clean.
12. Students must read or be ready for all the school rules and abide by them.
13. **Absence** from school and non-participation in-game lessons will have to be communicated to the supervisors. Parents are also required to inform the school on the first day of absence.

14. The school should be **notified immediately in writing** of **any change** of address phone number change, or physical address.
15. Assessments will be made to cover damage to school property-including, abuse of books.
16. Tuition for one term must be paid before the student continues to the next term; report cards will be withheld if required payments are not made in full.

To the parent/guardian
I have completed all the sections of this application form. I have read and understood the above school regulations and agree with each point written.
Parent/guardians name(s)
Signed: _____ Date: _____

CODE OF CONDUCT

Parents are requested to read and explain the following points concerning conduct to all students. Upon understanding every point, all students will be required to sign, promising to adhere to the rules.

➤ Discipline

All pupils will be expected to be well-mannered, tolerant, honest, and respectful to others, as well as other people's property.

The following behavior will not be tolerated at school:

- Bullying
- Cheating
- Fighting, causing injury or threat to others
- Using abusive language
- Disrespecting authority
- Inappropriate conduct (attitude, engaging or introducing other students to immoral literature or talk)
- Distraction of property-including books

Parents, please read carefully the following passages of the scripture to the children and discuss them with this to help them understand fully what the scripture says about these things. In Philippians 4:13, it says, "I can do all things through Christ who strengthens me."

This verse teaches us that, with God's help, we can overcome challenges and accomplish what we set out to do. Encourage the children to remember that, even when things are difficult, they can rely on God for strength, courage, and support.

➤ Academics

All pupils will be required to take a keen interest in their schoolwork and grades. All students must ensure that they finish and hand in homework and classroom assignments in a presentable manner.

We require all students to make a determined effort to improve in areas that any teacher points out of them. Improvement is expected to be seen in all areas of writing, presentation of work, completion of work, and overall grades.

What does scripture say concerning our attitude toward work?

- **Always working for the LORD** – *Colossians 3:23*: "Whatever you do, work at it with all your heart, as working for the Lord, not for human masters."
 - *This verse reminds us that all our work should be done wholeheartedly and with dedication as if we're working directly for God.*
- **Avoiding Idleness** – *Proverbs 14:23*: "All hard work brings a profit, but mere talk leads only to poverty."
 - *This verse emphasizes that diligent work leads to success, while laziness and idleness accomplish nothing.*

➤ Homework journal:

All students will be required to be responsible for the homework SLIP/journal to ensure that it is taken home, signed by a parent or guardian, and returned to school daily. Homework must always be well-completed. If for some reason the work was not done, parents are requested to write a letter to the teacher concerned.

➤ **Uniform an appearance:**

All students will be required to dress in full school uniform. They must look smart with shirts and dresses well-ironed and clean. Students are to wear the appropriate uniform at all times.

➤ **Chewing gum**

This will be strictly forbidden in school at all times.

➤ **Litter**

Sprout International Christian School is our environment. All students will be required to do their part in keeping it clean. All litter is to be placed in the dustbin-either in class or outside of the class.

➤ **Leaving school during the day**

To be absent from school for part of the day, a student will be required to bring a letter from a parent or guardian. The letter must be shown to the class teacher and school administration. This must be done on the preceding day.

In general please remember to respect all members of the Sprout International Christian School's community. Any form of bullying behavior will be dealt with harshly. Appropriate language and behavior are required by everyone. Be polite, and alert always, and consider the needs of others first. Set an example for the younger pupils to follow.

To the student,

I understand and agree to adhere to the rules of the Sprout International Christian School.

Student's name

To the Parent,

As a school, we do believe that it is our responsibility to encourage the development of Christian character traits such as honesty, integrity, responsibility, and the exemplifying of the fruits of the Holy Spirit, based on respect for, and submission to God and other authorities. The school administration will labor to ensure that children are provided with a friendly and loving atmosphere where they can grow to experience the grace of God. We will be willing to have regular conferences with parents where needed.

The school reserves the right to put students on probation within an academic year for failure to complete 90 of the course either homework, class work, research projects, or reading assignments. We do recognize that children are challenged in different areas and their abilities differ however, this will not be taken as an excuse for any student to disregard any work assigned.

If it is found that any student has been willing or persistently, lazy (in regards to home and classroom assignments), disrespectful, using foul language, engaging or introducing others to immoral literature or talk, then the school may expel such a student, or request the parents to remove him or her.

We/I Parents

of.....

Agree to partner with the school to ensure that my child adheres to the school rules. I will consistently help my child to understand the biblical call to obedience.

Sign

Date

The Sprout International Christian School

Medical form

The school provides a first aid service during school hours and at school functions. It is essential, therefore that the school has up-to-date information about your child's health and medical requirements. Please complete and return this form.

Name of child:

Date of birth:

Date of submission of this form:

Brothers/sisters in the

school:

Blood group

Medical insurance card (type and number):

All students are expected to have full medical insurance.

Name of parent/guardian:

Parent/guardian contact numbers: in case of

emergency:

Home:

Office:

Mobile:

Child's Doctor: Doctors tell:

Please indicate () whether your child has been inoculated against or has suffered from any of the following illnesses:

Illness	Inoculated	Has had
Chickenpox		
Measles		
Hepatitis		
Whooping cough		
Mumps		
German diseases		

Please list any other immunizations your child has received:

Please () any of the following forms which your child has suffered:

Eczema		Epilepsy		Ulcers	
Migraine		Asthma		sinusitis	

Please list below hospitalization and operations that your child has undergone that you consider have any bearing on their current or well-being:-

Allergies:

Please give details of all allergies (e.g. to food, medicine, antibiotics, nut allergy, bee stings)-explain the most likely signs one will see on the child (how his/her body reacts)

Medicines administered at the Sprout International Christian School.

✓ Please tick to indicate that you permit any of the following to be administered to your child at school.

Calpol		Ventolin (for asthmatics)	
Priton		Bronchial	
Panadol		Cetamal/Ibuprofen	

Please give details of any hearing or sight difficulties that your child may have.

Please give details of any other information concerning your child's past or present medical/dietary history which would be useful for the school to be aware.

Please give details of any routine medication prescribed to your child (medicine and the condition for which it is prescribed).

Is your child currently receiving, or have they received counseling in the past from a counselor? YES/NO

I hereby certify that this child is physically fit to participate in all school activities and sports. (In case of a negative answer, please specify the reason(s).

Signature of parent/legal guardian:

Name:

Date: