

Orion College
Grade 1 – 12 and Vocational
Sysie Street, Randpark Ridge
P O Box 1534, Honeydew, 2040

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GDE Reg: NO: 400026



Dear Parent / Guardian,

Thank you for your enquiry regarding placement at Orion College.

1. CRITERIA FOR ADMISSION

- 1.1 Orion College is a **Remedial School** (**not** a special needs school) that primarily accommodates learners with Barriers to learning.
- 1.2 Any application for admission received for learners with specialised educational needs will be carefully considered in order to make a recommendation that will be most appropriate according to the learner's needs.
- 1.3 The recommendations are based on the profile of the learner encompassing indicators of need, access to curriculum and levels of support required. All the available information about the learner, e.g. school performance, life history, family background and other available and supporting documentation will be carefully integrated and assessed.
- 1.4 To ensure that a learner will be appropriately placed at Orion College and that we will be able to care for his/her specific needs, we need information regarding his/her level of functioning, areas of difficulty that need to be addressed, medical history etc. Reports from professionals, such as Psychologists, Occupational and Speech Therapists, Neurologists and other Doctors, usually provide valuable information to enable us to determine whether the learner will be able to benefit from the education and therapeutic input that we are able to provide. It also assists in processing the application more speedily.

It is essential that **ALL** the documentation listed in the application process is submitted completed in full so that it may be determined whether the learner is a candidate for placement at Orion College.

- 1.5 The school is **NOT** equipped to address the specific needs of learners in the following categories. The following serves as a guideline and the final decision rests with the Schools multi-disciplinary team together with the Board of Directors.
 - Hard of hearing
 - Visually impaired
 - Cerebral palsy (non-independent, severe at school's discretion)
 - Severe physical disabilities
 - Severe conduct disorder or learners awaiting trial
 - Mild to severe cognitively impaired
 - Over aged learners who are no longer of compulsory school going age.
 - Children with syndromes; unspecified syndromes.

- 1.6 Age norms for grades as stipulated in ISASA must be adhered to (not more than 2 years older than the age norm of the grade) unless placement is for our Vocational or Skills stream.
- 1.7 A learner must be admitted to a school in the year that the 6th birthday (Grade R) is reached (compulsory attendance).
- 1.8 Learners in Grades 10 – 12 who do not have the same subject choices as Orion College cannot be accommodated.

1.9 NON-SOUTH AFRICAN CITIZENS

Non-South African citizens will only be accommodated at Orion College if the following documents or proof of application for these documents are submitted:

- Valid study permit (learner)
- Relevant residency permit (parents) or refugee status documents (refugee status does not qualify applicant for exemption of paying school fees.

Applicants will be given three weeks to produce proof that they have applied for the necessary study permit and residency permits as the application will only be finalised once these documents have been received.

2. APPLICATION PROCESS

The following documentation is required and must be submitted fully completed as part of the application before any applicant can be considered for placement.

PARENT / GUARDIAN to complete and provide:

- 2.1 Reports from professionals together with completed questionnaire (see Admission procedure).
- 2.2 Certified copy of unabridged birth certificate
- 2.3 Certified copy of immunization certificate / clinic card
- 2.4 Certified copies of both parents'/guardian identity document (Expired passports will not be accepted).
- 2.5 In the case of single parents, should the other parent not be involved in the child's life, an **affidavit** stating the non-involvement of the not-custodial parent.
- 2.6 In the case of divorced or separated parents, a certified copy of the **court order**.
- 2.7 In the case of a **care-giver**, an **affidavit**, from at least one of the biological parents, accompanied by **copies of the biological parent's ID documents** confirming this arrangement.
- 2.8 Should the learner/applicant not be a South African citizen, certified copies of the relevant residency and study permit will need to be submitted. These need to be current. Expired documents will not be accepted.
- 2.9 To view Orion College's full Admission Policy Procedure please view it on our website.
- 2.10 Make an administration fee payment of R600 directly to our office or by EFT to:

BANKING DETAILS:

ACCOUNT NAME : ORION PRIVATE COLLEGE
BANK : STANDARD BANK-SWIFT CODE : SBZAJJ
BRANCH : 001 206
ACCOUNT NUMBER : 021 208 883
REFERENCE : LEARNER NAME
EMAIL : accounts@orioncollege.co.za