

ADMISSION POLICY

General

The National Education Policy Act provides that the Minister of Education may determine national policy for admission to education institutions. Therefore the Governing Body, the SBST or SMT may not arbitrarily administer a test before admitting a learner. However, Pro Arte Alphen Park is a School of Specialisation (SoS) and may administer its own admissions/auditions requirements. The SBST (School Based Support Team) may make recommendations thereafter in the interest of ensuring that the learner receives the most appropriate learning context once the auditions have taken place.

Pro Arte Alphen Park is an English high school focused specifically on the arts. We have a unique mission to promote and foster creativity, innovation and the contemporary.

Pro Arte Alphen Park specialises in Art, Dance, Drama, Music, Hospitality and Enterprise Management.

Auditions are held once annually for Grade 8 – 10 learners. Learners from across the country and/or abroad may apply to come to the school.

Pro Arte Alphen Park is obligated to the prospective learners to make a considered decision when advising prospective learners in their choices. However, learners who show a latent talent for one or more of the Art forms are sought after by the school.

It is the policy of Pro Arte Alphen Park to admit students who show an aptitude for a particular art form. It is however very important to note the following:

MUSIC: It is of the utmost importance that learners who want to enrol for music must be able to read sheet music as the theory component of music is heavily dependent on the learner's ability to read music. In Grade 8 it is not a requirement that learners are able to read sheet music (although it is to their advantage if they can read staff notation) but from Grade 9 the learner must be able to read sheet music. Preference will be given to learners who have completed Grade 1 UNISA.

DANCE: We offer Classical Ballet, Jazz, Spanish Dance and Contemporary Dance to learners who show a natural ability. It is important to note is that all learners will receive Classical Ballet as the basis of their training in Dance at Pro Arte Alphen Park. It is, however, a requirement that learners who want to specialize in Classical Ballet have had previous Ballet training.

VISUAL ART & DESIGN: Art students must be able to show an aptitude for creative thought and originality of ideas. We prefer to take in learners who have a flair for design with drawing and painting experience. They must also have an understanding of artistic materials and media. Learners must be tenacious, passionate and expressive in their ways. We are one of few schools in Gauteng that offer Design as an additional subject choice.

DRAMA: The drama department requires learners to have self-discipline, self-confidence and excellent communication and presentation skills. Social and emotional responsiveness, team work and lateral thinking are also a requirement. Previous experience in school plays/ concerts/ revues is to the learner's advantage. Excellent reading and memory skills are required.

HOSPITALITY: In this department a sound academic background coupled with the necessary practical skills in both the kitchen and restaurant is required. The professional standard in our

kitchens is high. Learners need a solid food and ingredient knowledge base as well as kitchen appliance and utensil skills. Basic recipes such as bread & pasta doughs as well as pancake batter & scone mix are required without the assistance of a written recipe.

ENTERPRISE MANAGEMENT: Accounting is the main focus of this subject field. A propensity towards numbers and figures is essential. Your math skills need to be on par to excel in this department. A good understanding of the socio economic environment in South Africa as well as a general knowledge of current world affairs will assist you in excelling. A love for foreign languages is essential as French is a compulsory subject in our junior phase.

Numbers

It is important to note that we can only accept a certain number of learners per component within a specialist field as facilities and teaching staff numbers will be a limitation factor. In such a case the GDE must be informed and learners will go onto a waiting list.

Learners will be placed onto a waiting list if the audition is successful and the specialist department or component is full.

Cancellation of learners who have been accepted (specific to a grade), will be filled by a learner on the waiting list whose order is determined by the outcome (in marks) from the successful auditions.

Admissions Period

This is managed and administered by the admissions officer who ensures that the admission process commences on the first day up until the last day prescribed by the provincial education department unless the school is declared full by the District Director before the end of the admissions process.

Informing Parents

Dates of the Registration period are published in the media and on the Pro Arte Alphen Park website.

Prospective learners must present themselves for a placement audition on the dates published by the school. Placement audition slots must be booked as per the school's arrangements from year to year (online/telephonically/in person).

Communication of Outcome of Application

Once the school has processed all applications, parents will be informed via sms (Grade 8 via the GDE online system) and in writing on successful completion of the placement audition.

Pro Arte Alphen Park will email all parents with a written response regarding the status of the application by the end of the admissions process.

Please note: You are **not permitted** to apply directly to the Hostel for accommodation. These applications **MUST** go through Mrs Norval at the admissions office. You will not be permitted to apply for Hostel if you do not have confirmation that your child has been accepted at Pro Arte Alphen Park.

Successful Applicants

On informing successful applicants, the school will communicate information with regard to its fee paying and financial policy.

School Fees and Finances

Parents will be informed of the amount of school fees that is charged by the school. **Please note we are a fee paying school.** Parents are required to consent to the school's use of a third-party credit check company.

I accept that provision for the payment of school fees is a necessary expense for which provision will be made in our monthly budget for the expenses of materials, equipment, music instruments, maintaining of focus area subject facilities and remuneration of adequately and highly qualified staff. I am aware that I may be convicted of an offence should I contract for a debt without any reasonable expectation of being able to discharge such debt.

If any payment in terms hereof is not made punctually, the full outstanding amount, together with interest at the rate of 21% per year, calculated from due date or arrears until date of final payment, will become due and payable immediately.

In the event that Pro Arte Alphen Park, in its own and absolute discretion, enlists the services of a registered collections agent or an attorney for the collection of any indebted amount, the client will be responsible for all legal and collections costs, - including legal fees on an attorney-and-own-client scale, collection costs as in terms of Act 114 of 1998, a 10% receipt fee on all collected amounts to a maximum of R300-00 per payment and the registered collections agent's collection fee of 25% calculated on the amount handed over for collection purposes.

Unsuccessful Applicants

For Grade 8 you will receive an sms from the GDE indicating which school your child has been accepted at. **Please take note that the onus/responsibility remains with you the parent to accept or reject acceptance online.*

Please note:

No correspondence or discussions will be entered into with Pro Arte Alphen Park regarding any result from any audition.

The decision of Pro Arte Alphen Park High School is final.

A parent of a learner whose application for admission to the school is unsuccessful may lodge an objection with the Head of Department against the decision of the Principal, within 7 days of being informed.

The Head of Department will communicate his decision on the objection to the parent within 7 days of receiving the objection.

A parent that is dissatisfied with the decision of the HOD may appeal in writing against the decision to the Member of the Executive Council (MEC) within 7 days after notification of the refusal for admission.

Late Registrations

The school will consider late admissions, provided that there is space available in both the academic and specialist sides in the grade concerned. Candidates will complete a placement audition as per the requirements.

Compulsory School Attendance

Compulsory school attendance is from when the learner enters grade 1 until the last school day in which the learner reaches the age of fifteen years or the ninth grade, whichever comes first.

A learner who is 16 years or older and who has never had the opportunity to attend school should be advised and assisted in registering at the nearest Public Adult Learning Centre.

- * Pro Arte Alphen Park expects a high level of school attendance in order for learners to keep up with the vast amount of work required for their respective focus study fields.

Learners Who Are Repeating

- * Learners who are repeating a Grade will not be admitted to the school.
- * Learners who fail any year at Pro Arte Alphen Park will be required to re-audition for their respective study field.

Admission of Non-Citizens

Provisions governing the admission of South African citizen learners to public schools apply equally to non-citizen learners.

Non-citizen learners must provide either proof of temporary or permanent residence permit in South Africa or a study permit.

Parent/learner must provide proof of application for temporary or permanent residence or a study permit with the Department of Home Affairs.

The Principal will advise parents as to where the required documentation can be obtained. Should the documentation remain outstanding, the learner will not be admitted to the school.

Please note that both English Home Language and Afrikaans First Additional Language **are compulsory subjects for Grade 8 & 9 learners.**

Overview

A predisposition towards the Arts and Performing Arts does not preclude ambition for academic excellence.

Learners from Grade 8 to 12 study a full range of academic subjects in addition to their chosen speciality subjects. The specialist studies foster the discipline and dedication which are pre-requisites for academic achievement. Our excellent Matric results over nearly two decades bear witness to this.

In Grade 8 and 9 Pro Arte Alphen Park complies with the national requirement of completing the General Education and Training (GET) Examination. The GET examination covers eight learning areas: Languages, Mathematics, Social Sciences (SS), Natural Sciences (NS), Creative Arts, Economic Management Services (EMS), Technology and Life Orientation. In addition all learners specialise in either Art, Drama, Dance, Music, Hospitality or Enterprise Management.

In Grades 10 to 12 Pro Arte Alphen Park complies with the national requirement of completing the Further Education and Training (FET) Examination for the National Senior Certificate (NSC):

Grade 10 – 12 learners must offer the following components:

- Compulsory Specialist Subject
- Two languages, one being English Home Language and the other Afrikaans First Additional Language.
- Mathematics or Mathematical Literacy.
- Life Orientation
- An elective component consisting of two subjects chosen from the following: History, Geography, Life Science, Physical Science, Business Studies, Economics, Tourism, CAT, IT or French.