



ARENA PARK SECONDARY SCHOOL

ROSE HEIGHTS ROAD • ARENA PARK • CHATSWORTH • 4092

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21 July 2026

Dear Parent/Guardian

Re: Exemption of Parents/Guardians from the payment of School Fees.

01. The South African Schools Act (No.84 of 1996), states that the payment of school fees is compulsory. However, "a parent who wishes to be exempted from the payment of school fees for each individual learner at the particular school must apply in writing to the Chairperson of the Governing Body".
02. Parents/Guardians who wish to apply for an exemption (partial/full) must pick up application forms from school.
03. The application forms together with the following documents must be handed in to school by **Friday – 07 August 2026**.
04. These criteria [as laid down by the Department of Education] must be fully met for your application to be considered. **(Strictly no affidavits accepted)**

- 4.1. Disability/Foster Care/Child Support Grant
[SASSA letter/copy of both sides of card as proof]
- 4.2. ID Document of Parents/Guardians.
- 4.3. ID Document/birth certificate of Learner.
- 4.4. Death Certificate/s (if parent/s deceased).
- 4.5. Salary Advice of Parents/Guardians.
- 4.6. UIF Number (if unemployed).
- 4.7. Letter of unemployment.
- 4.8. Household Expenses.
- 4.9. Bank statements for the last 3 months.

**SASSA Grant
Applicants**

**All Other
Applicants**

Please ensure that all relevant documentation is attached, or else Application will not be processed.

Kindly place completed application forms and all required documents in an A4 envelope/plastic sleeve – addressed to the Chairperson of the Governing Body.

NB: If this notice is ignored, then both parents will be held liable for the full payment of school fees.

Yours sincerely,

Mr. B. Pillay
SGB Chairperson

SENIOR MANAGEMENT:
DEPARTMENTAL HEADS:
ADMIN STAFF:

L.R. MUDLEY (Principal), P. K. RAMKISSOON (Deputy Principal), A. Jaglal (Act. Deputy Principal)
S. CHINNAPPEN, P. MORRIS, K.S. MKHASIBE, A. JAGLAL, S. A. MOODLEY
P. RAMDHANI, S. MATTHEWS, S. M. P. KHUZWAYO, N. NGUBANE