



THE OLIVE TREE

Where love grows

IS YOUR CHILD STRUGGLING TO COPE IN A MAINSTREAM SCHOOL ENVIRONMENT?

Are you considering an alternative educational approach that better supports your child's unique learning needs? Does your child find it difficult to **concentrate**, **communicate**, or **connect** with other learners?

Perhaps your child is on the **Autism Spectrum (ASD)** or experiences **Attention Deficit Hyperactivity Disorder (ADHD)**.

At The Olive Tree School, we understand that every child learns differently, and we're here to help them grow, learn, and thrive.

The Olive Tree School is a private, specialised school and aftercare centre in Potchefstroom, supporting learners from Grade RR to Grade 9 who are on the Autism Spectrum (ASD) or who experience ADHD.

We provide a personalised and well-balanced learning programme that focuses on each child's individual strengths and needs. With small classes of up to seven learners, guided by a dedicated teacher and assistant, our approach combines structured teaching with interactive, group-based learning experiences.

Our sensory room offers a calm, soothing environment that helps reduce anxiety and improve focus, while our occupational therapy room encourages physical development and sensory integration.

We offer a full-day programme from 07:30 to 13:30, as well as aftercare from 13:30 to 16:30, providing a safe and nurturing space for children to grow and flourish.

Applications are open throughout the year. For more information, or to receive application forms, please contact us via email.

info@theolivetreeschool.co.za or visit our website **www.theolivetreeschool.co.za**.

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17 Luke Street, Potchefstroom
068 640 9739
info@theolivetreeschool.co.za



OUR VISION

To provide children with ASD, ADHD and ADD a happy and safe space with quality support, training and programmes, enabling learners to grow in confidence and maximise their skills and potential.

OUR MISSION

- To provide a happy, safe and stimulating space for children with Autism in Potchefstroom.
- To provide a quality education through an autism-focused curriculum, competent and caring staff and strong family collaboration.
- To recognise every child's right to be supported in a joyful and nurturing learning environment that enables them to maximise their potential.
- To deliver an individualised curriculum that is designed for every child and their specific educational needs.
- To place an emphasis on communication, social skills, life skills and sensory development.
- To offer the highest quality therapy and group learning opportunities for each unique child.
- To build a supportive and protective team, collaborating with parents and offering support to the families.
- To celebrate differences and to promote an understanding of autism and inclusion in the wider community.

OUR VALUES



Opportunities: embrace every opportunity



Love: love and be kind to one another



Inspire: encourage and be positive



Value: you are valuable, respect yourself and others



Enjoy: have fun and live in the moment

FEE STRUCTURE 2026

The Olive Tree's fees are compulsory and school fees are tax deductible for qualifying taxpayers.
(Tax and Disability ITR-DD form)

2026	Registration Fee	R1500.00 per year
07h30 - 13h30	School Fees Jan to Dec	R4900.00 per month x 12
13h30 - 16h30 01 - 15 December 2025	Aftercare Fees Jan to December	R1500.00 per month x 12

SCHOOL REGISTRATION FEE

An annual non-refundable fee of R1500 is payable to confirm place in the school.

PAYMENT OF SCHOOL AND AFTERCARE FEES

All fees are billed and payable by debit order monthly in advance over 12 months. The first month's fee is annually payable by 1 January and the last payment due by 1 December each year.

EARLY SETTLEMENT DISCOUNT

Parents who pay the annual school and aftercare fees IN FULL before the start of school in January are entitled to a discount of R2000.

NOTICE PERIOD/CANCELLATION POLICY

A calendar month's notice is required in writing before cancelling admission or taking your child out of the school.

BANKING DETAILS

Account Name: The Olive Tree School
Bank: Investec Bank Limited
Branch Code: 580105
Account No.: 5001 7920 302

Reference: Child's Initials & Surname

Email Proof of Payment to:
accounts@theolivetreeschool.co.za

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NAME OF LEARNER: _____ AGE: _____ Years

NEW APPLICATION



Please complete and sign the Application Form
and return to the school at your earliest convenience.

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THE OLIVE TREE SCHOOL – POTCHEFSTROOM

- The Olive Tree School is a private day school for learners with Autism Spectrum Disorder (ASD), Attention Deficit Hyperactivity Disorder (ADHD) and Attention Deficit Disorder (ADD) in Potchefstroom, North West Province.
- The Olive Tree School aims to deliver well-balanced, personalised programmes catering to the individual needs of learners with ASD, ADHD and ADD.
- The Olive Tree School offers a full school day programme from 07:30 to 13:30. There is an aftercare facility from 13:30 to 16:30, however no boarding facilities are available.

Applications remain open throughout the year.

OUR VISION

To provide children with ASD, ADHD and ADD a happy and safe space with quality support, training and programmes, enabling learners to grow in confidence and maximise their skills and potential.

FEE STRUCTURE

SCHOOL REGISTRATION FEE

An annual non-refundable fee of R1500 is payable to confirm acceptance, payable before 31 December of the preceding year.

PAYMENT OF SCHOOL AND AFTERCARE FEES

All fees are billed and payable monthly in advance over 12 months. The first month's fee is payable by the 1st January and the last payment is due by 1st December of each respective calendar year.

EARLY SETTLEMENT DISCOUNT

Parents who pay the annual school and aftercare fees in full before the start of school in January are entitled to a discount.

	FEES	AMOUNT
ANNUAL	REGISTRATION FEES	R1500
07H30 – 13H30	SCHOOL FEES January to December	R4900 x 12
13H30 – 16H30	AFTERCARE January to December	R1500 x 12

The Olive Tree School provides learners with a caring and stimulating school environment where they can learn, play, laugh, love, develop, and grow to reach their full potential. Our objective is for special children and their families to benefit from this environment - *WHERE LOVE GROWS*

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THE OLIVE TREE SCHOOL – APPLICATION FORM 2026

Applications must include the following documents:

- Section A:** Learner Information
Section B: Medical Report
Section C: Parent Agreement
Section D: POPIA Act Permission

Parents to retain the following documents: General Information and Fee Structure with banking Details

I hereby apply to enrol my child in The Olive Tree School.

Full-day ☐

Half-day ☐

SECTION A: LEARNER INFORMATION

Gender	☐ Male ☐ Female
Surname	
First Names	
Date of Birth	
Place in Family	
Home Address	
Previous School / Last Playgroup Attended	
Diagnosis	
Diagnosed By	

PARENT / GUARDIAN INFORMATION

	FATHER	MOTHER
Name		
Surname		
Identity Number		
Contact Number		
Physical Address		
Email Address		
Occupation		

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SECTION B: MEDICAL REPORT

Learner's Name: _____ Age: _____ years

Immunisations: ☐ YES ☐ NO (Attach copy)
ASD Diagnosis: ☐ YES ☐ NO (Attach reports)

Diagnosis: _____

Diagnosed by: _____

Daily medication: _____

Allergies – medical: _____

Any other allergies: _____

FAMILY DOCTOR

Name: _____

Tel: _____

Address: _____

MEDICAL AID

Medical Aid Name: _____ Main Member: _____

Medical Aid Plan: _____ Membership No.: _____

EMERGENCY CONTACT

Name: _____

Relationship: _____

Tel: _____

PARENT ACCEPTANCE

I accept that The Olive Tree School:

- May consult a doctor if I cannot be reached in an emergency.
- Cannot be held responsible for any necessary doctor's fees and medication.
- Cannot be held responsible for any accidents.
- Will notify parents immediately of any illnesses or accidents

Parent/Guardian Name: _____ Signature: _____ Date: 20___/___/___

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SECTION C: PARENT / GUARDIAN AGREEMENT

I, hereby apply to place my child, _____ in The Olive Tree School.

I accept that the School:

- Cannot be held responsible for any accidents.
- May contact a local doctor at the discretion of the Principal if I cannot be reached in an emergency.
- My medical information / report is correct

Undertake to pay monthly fees in advance.

School may instruct removal for non-payment or necessity.

Only enrolled learners may attend Aftercare.

Notice: One calendar month written notice or pay one month's fees.

Parent/Guardian Name: _____

Child's Name: _____

Signature: _____

Date: 20____/____/____

SECTION D: POPIA ACT PERMISSION

(Complete and return with Application)

PARENT'S PERMISSION FOR THE RELEASE OF THE POPIA ACT OF LEARNER PHOTOS, IMAGES, VIDEOS, etc.:

I, (please print full name clearly) _____, hereby grant permission to The Olive Tree School to display photos/images/videos of the child(ren) named below as part of:

- A demonstration, project, or activity in the course of classroom teaching;
- A sample project, activity, or CD created by the school for use in educational workshops, classrooms, advertisements, etc.;
- The school's web pages and social media platforms (including Facebook and Twitter);
- Samples provided to programme publishers, or contest entries submitted to sponsors;
- Video recordings to appear in a school-related programme broadcast on a television station; and/or
- Any printed publication, including but not limited to newspapers, magazines, yearbooks, etc.

By granting this permission, I understand that the school may use photos/images/videos of the child(ren) for purposes such as celebrating achievements and publicising educational events, as deemed appropriate by the school's governing body and the principal. Such use may include display in the school's photo gallery.

I further understand that although the school associated with the photos/images/videos will be identified, and adults appearing in photos/images/videos may be named, personally identifiable information of the child(ren), except for the name(s) of the child(ren), will not be used with any photo/image/video.

I am signing this release form with the understanding that any photos/images/videos posted on the school's website can be downloaded and reproduced by various news organisations, including print, electronic, and broadcast media. Therefore, I release the school from any liability arising from the use of photos/images/videos of the child(ren) in school web postings.

Additionally, I understand the potential risks associated with posting photos, images, and videos online, as global internet access means it is not possible to control who may view this content. I further understand that if I wish to rescind this agreement, I may do so at any time by sending a letter to the school principal.

Learner Name(s): _____

Parent/Guardian Name: _____

Address: _____

Email: _____ Tel: _____

Signature: _____

Date: 20____/____/____

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GENERAL INFORMATION

TIMES

School hours: 07:00 to 13:30 and Aftercare: 13:30 to 16:30

UNIFORM

At this stage, we are considering a T-shirt with a school badge as the uniform. This can be worn with shorts or long trousers of your choice. We understand that our learners have different needs when it comes to clothing, and in consultation with our parents, we will explore options for a winter uniform.

All clothing must be suitable for the prevailing weather conditions. The school will not accept responsibility for any damage to or loss of clothing, toys, or other possessions. Please ensure that all clothing, face cloths, blankets, and pillows are clearly marked with your child's name.

TOILETRIES

- 1 x large box of tissues PER TERM
- 1 x pack of hand/face wet wipes PER TERM
- 2 x facecloths
- 1 x guest towel along with soap of your choice
- 1 x small cushion and blanket

STATIONERY PACK

- 1 x large Pritt stick
- 2 x pencils
- 1 x packet of twist wax crayons
- 1 x packet of large wax crayons
- 2 x 10-page flip files/folders
- 1 x 30-page flip file/folder
- 1 x Ream photocopy paper

OTHER REQUIREMENTS

- All items to be clearly marked with your child's name.
- Additional items may be requested as your child progresses.
- The appropriate amount of nappies, wet wipes, and nappy disposal bags to be provided daily if your child is not yet toilet-trained.

FOOD

Please ensure your child has breakfast at home before arriving at school. Parents are requested to provide the following:

- A sandwich
- A fruit
- A water bottle (clearly marked with your child's name)
- A snack your child enjoys
- Lunch and refreshments if your child stays for Aftercare

Please note that cakes, sweets, fizzy drinks, and chocolates are not allowed.