



Loreto Primary School

Creating Confidence, Generosity and Responsible Living

Catholic Institute of Education



16 Gordons Bay Rd, Strand, Cape Town, 7140
P.O Box 135, Strand, Cape Town, 7139
Tel: (021) 853 3377
www.loretops.co.za
loreto.prim@wcgschools.gov.za

APPLICATION PROCEDURE

GRADE 2 – 7 TRANSFERS FOR 2025

Applications (transfers) for Grade 2-7 2025 open on Thursday, 1 August 2024.

The process to apply is as follows:

1. Please complete the WCED TRANSFER REQUEST FORM.
2. Please fill in the **Information Form** from Loreto Primary School and email together with the WCED Transfer Request Form and requested supporting documents to alicia.degoede@wcgschools.gov.za or alternatively hand in the documents at reception before or on Friday, 16 August 2024.
3. **Please note that only complete applications will be considered.**
4. **Documents required to be submitted to the school:**
 - 4.1. Certified copy of Birth Certificate / ID of learner
 - 4.2. A study permit issued by the Department of Home Affairs or proof of application (if the learner is a foreign learner)
 - 4.3. Copy of Immunisation Card / Road to Health chart
 - 4.4. Latest official school academic report of the learner
 - 4.5. Proof of residence (Rates account/Lease agreement / An affidavit confirming residence)
 - 4.6. Baptismal certificate if the learner is of the Catholic faith
 - 4.7. Certified copies of parent's I.Ds.

Please submit your forms by Friday, 16 August 2024 at 14:00.