



EDUCATION

The undersigned Surname _____ Name _____

Role MOTHER ☐ FATHER ☐ GUARDIAN ☐

The undersigned Surname _____ Name _____

Role MOTHER ☐ FATHER ☐ GUARDIAN ☐

HEREBY REGISTER THEIR

Last name _____ First name _____

Date and place of birth _____ Gender: M ☐ F ☐

Resident in _____ Street/city _____

Id Number _____ Pediatrician (name and tel.) _____

Nationality: Italian only ☐ Foreign only ☐ _____ Dual citizenship (please specify) ☐ _____

APPLICATION FOR ADMISSION TO THE EDUCATIONAL SERVICES OF:

TURTLES' HOUSE - 68, PATRICE LUMUMBA STREET - AIRPORT RESIDENTIAL

Age Group 0-6 years

☐ Infants - Nursery (12/36 months) ☐ Kindergarten (3/6 years)

CONTACT DETAILS: Mobile phone 1 _____ Mobile phone 2 _____

Home _____ Office _____ Other _____

Email _____

Other members of the household (in addition to the child):

Last name and First name	Place and date of birth	Relationship to the child	Profession

SIGNATURE OF BOTH PARENTS

FOR OFFICE USE ONLY: DATE OF RECEIPT _____ **PROTOCOL N.** _____

CONTRACT BETWEEN COMPANY AND CUSTOMER

Between the parties: ACQUELARIA S.R.L an external company registered under the laws of the Republic of Ghana, with registered office at 68 Patrice Lumumba Street, Airport Residential Accra, Ghana and

Mr/Ms _____ Parent/Guardian of the minor _____

in accordance with applicable administrative regulations and aware of the penalties in the case of false declarations

THE PARTIES AGREE AS FOLLOWS

From _____ To _____ the minor will attend the service located at:

68 Patrice Lumumba Street Airport Residential, Accra ☐

SERVICES 0/6 YEARS: Nursery ☐

Kindergarten ☐

ATTENDANCE TYPE	OPTION	AMOUNT
FULL TIME 8.00 AM - 4.00 PM		
FULL TIME EXTENDED 7.30 AM - 5.30 PM		
PART-TIME HOURS (up to 5,5 hours)		
Meal fee (fixed rate)		
EXTENDED HOURS (please indicate pick up time)		

FEES

The annual fee (September–June) is divided into quarterly installments and excludes any additional costs related to the Water Project and Educational Trips.

The installments must be paid by bank transfer to the following bank accounts:

ECOBANK- Burma Camp ACQUELARIA SRL Ghc 1441002435367 Euro 3441002207633

Late payments shall incur a penalty of 5% on the overdue instalment amount.

DEPOSIT PAYMENT

A deposit of **€500** shall be paid by _____ as security for the due performance of the Parent's payment obligations under this Agreement.

The refundability of the deposit shall be governed exclusively by the **School Regulations**, which form an integral part of this Agreement and are deemed accepted upon enrollment.

BILLING DETAILS

Please address invoices to: Name _____ Last name _____

Address _____ Tax ID number _____

DOCUMENTS ATTACHED AND FORMING AN INTEGRAL PART OF THIS APPLICATION

- ☐ Service regulations ☐ Allergy certification (if applicable) ☐ Health record
- Disability Certification ☐ Other _____

REMARKS _____

GOVERNING LAW

This agreement shall be governed by and interpreted in accordance with the laws of the Republic of Ghana.

For any matters not covered in this contract, reference shall be made to the document "Educational Services Regulations," currently in force and available at the school premises. A copy has been provided to the parent/guardian.

The parent/legal guardian declares to have read and accepted the above-mentioned regulations.

Acquelaria reserves the right to amend and update the attached forms in accordance with ministerial guidelines.

For Acquelaria S.r.l _____ The Parent/Guardian _____

AUTHORIZATIONS

I authorize

my child _____ to participate in educational trips organized by TURTLES' HOUSE educational staff, which will be communicated to the family in advance.

I authorize

the educators to release my child to the following persons (please attach a copy of their ID)

NAME	RELATIONSHIP TO THE CHILD	ID DOCUMENT DETAILS

☐ I authorize ☐ I do not authorize

My child _____ to appear in photos and/or videos taken within Acquelaria's facilities for documentation of educational activities and for use during meetings, conferences and educational events.

☐ I authorize ☐ I do not authorize

My child _____ to appear in photos and/or videos that may be published on Acquelaria's website and media channels.

☐ I authorize ☐ I do not authorize

My child _____ to appear in photos and/or videos used in brochures or other materials promoting Acquelaria's services.

All personal data will be processed in compliance with the Data Protection Act, 2012 (Act 843) of the Republic of Ghana

☐ I choose ☐ I do not choose

Parents have the right to decide whether their child participates in religious education activities offered by the school. Participation is voluntary and may be modified at any time by written notice to the school.

THE SIGNED AUTHORIZATIONS SHALL REMAIN VALID UNLESS OTHERWISE SPECIFIED IN WRITING BY THE PARENT

Date: _____ Parent/Guardian Signature: _____

☐ Joint signature of both parents (if separated or divorced)

☐ Signature of the custodial parent

Divorced or separated parents:

☐ The school shall communicate with both parents

☐ The school shall communicate only with the custodial parent or the parent with whom the child resides

The parent(s) signing this form undertake to inform the school of any changes regarding the child's custody or family situation.

Signature of both parents _____

WITHDRAWAL FROM SERVICE

I, the undersigned _____ parent of the child

hereby withdraw my child from the service as of _____

Signature _____

Date of receipt _____

Operator's signature _____

INFORMATION AND REQUEST FOR CONSENT TO THE PROCESSING OF PERSONAL DATA

We wish to inform you that, in accordance with the Data Protection Act, 2012 (Act 843) of the Republic of Ghana, and any applicable amendments and regulations, the personal data of the minor concerned and those of his or her family members, which have come into our possession for the purposes of:

- Processing and payment of tuition fees and any other financial obligations provided for in the enrollment contract signed by you;
- Fulfillment of legal or contractual obligations towards the Insurance Company and relevant authorities;
- Compliance with applicable health, safety, and workplace regulations in the Republic of Ghana;
- Recording information in documents and registers required by tax and civil law, as well as those required by agreements with public bodies or necessary for internal documentation related to the provision of educational activities;

will be processed by our company in accordance with applicable laws.

During such processing, we may become aware of data defined by applicable legislation as "sensitive," meaning data capable of revealing health status (such as medical certificates for illnesses or injuries), religious or philosophical beliefs, and judicial decisions.

The processing of said data is carried out by the Legal Representative and/or by personnel responsible for educational activities and may take place using manual or automated systems that allow the data to be stored, managed, and transmitted solely for the purposes indicated above.

This data may be disclosed to public bodies (such as municipalities, local health authorities, emergency services, regulatory bodies and competent authorities) with which we have obligations or agreements, and in general to all bodies responsible for verifying and monitoring compliance with the aforementioned purposes.

IMPORTANT NOTICE

Data processing for the purposes indicated above is essential to the proper provision of the services described. Your refusal to provide your data and to consent to its processing and disclosure to the aforementioned parties will make it impossible to provide educational services, fulfill welfare obligations, and comply with legal obligations.

Your data and that of the minor will not be disclosed to third parties for marketing services, commercial initiatives, direct sales, or similar purposes.

We also inform you that, in accordance with the Data Protection Act, 2012 (Act 843), you are granted the following specific rights:

RIGHT OF ACCESS TO PERSONAL DATA AND OTHER RIGHTS

1. The data subject has the right to obtain confirmation of the existence or otherwise of personal data concerning him or her, even if not yet recorded, and communication of such data in an intelligible form.
 2. The data subject has the right to obtain information on:
 - a) the origin of the personal data;
 - b) the purposes and methods of processing;
 - c) the logic applied in the case of processing carried out with the aid of electronic instruments;
 - d) the identifying details of the data controller, data processors, and authorized personnel;
 - e) the entities or categories of entities to whom the personal data may be communicated or who may become aware of them in their capacity as authorized personnel.
 - f) The data subject has the right to obtain:
 - g) the updating, rectification, or, where relevant, integration of the data;
 - a) the deletion, anonymization, or blocking of data processed in violation of the law, including data whose retention is not necessary in relation to the purposes for which the data were collected or subsequently processed;
 - b) certification that the operations referred to in points a) and b) have been communicated to those to whom the data have been disclosed, except where such communication proves impossible or involves a disproportionate effort.
- The Legal Representative of Acquelaria S.r.l. Impresa Sociale is responsible for data processing.

Pursuant to applicable law, we request your written consent to the processing of your personal data, including sensitive data, for the purposes set out above.

The undersigned _____, by signing below, hereby gives free consent

- for the Data Controller and authorized personnel to process personal data as described in this information notice and to communicate such data to the parties expressly indicated herein;
- for the processing of personal data defined as "sensitive" to the extent necessary for the purposes outlined in this privacy policy.

Signature of both parents _____

Accra, _____

Acquelaria s.r.l. Impresa Sociale senza scopo di lucro

68, Patrice Lumumba St – AIRPORT RESIDENTIAL (Accra) – TIN C0060367962

Info.turtleshouse@acquelaria.com – www.acquelaria.com

Via Anguissola, 15 – CALENDASCO (PC) – P.IVA 01244760334

Info@acquelaria.com – www.acquelaria.com

