[Insert School Letter Head]

SUGGESTED FORMAT: CONSENT LETTER IN RESPECT OF SCHOOL TOURS
(FOR PERSONS UNDER THE AGE OF 18 TRAVELLING TO OR FROM THE REPUBLIC)

I* _____, principal of the above school, hereby declare that consent has been granted by the under-mentioned children's parents / legal guardians for _____ (name of teacher / trainer accompanying the school tour**) to act *in loco parentis* whilst accompanying them on their school tour to and from South Africa, as per the itinerary below and that all the consent forms are in my possession:

#	Surname	Name	Passport #
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

(Add more spaces as required)

Itinerary to / from South Africa:***
Departure date 1: _____ from (place) _____ to _____
Departure date 2: _____ from (place) _____ to _____

Residential Address		
Work Address		
Contact No: Work	Mobile	Residence
Signature and date		

* *To be completed by principal, certified copy of whose ID or passport must be attached.*

** *Certified ID or passport copy of teacher or trainer accompanying the school tour must be attached.*

*** *This document remains valid only for the period stipulated.*

Guidelines for Principals:

1. This Consent Form is only for use by primary and secondary schools where the principal is appointed by the South African Department of Basic Education or its equivalent abroad.
2. School tours may be for educational, religious, or recreational purposes.
3. By utilising this affidavit, you as principal are:
    a. Confirming that each child accompanying the group is currently formally enrolled at the school at which you are the principal; and
    b. assuming the legal responsibility to ensure that both legal guardians of the child have consented to the child travelling to and from the Republic in accordance with section 18 of the Children's Act, 2005 (Act No 38 of 2005).