



HOËRSKOOL OVERBERG HIGH SCHOOL

Brief aan die ouers / Letter to the parents

30 Julie / 30 July 2021

Geagte Ouers / Dear Parents

In a previous parents' letter we mentioned that the financial process and recordkeeping systems of the school will be updated during this year. We implemented the D6 system during January 2021. During June/July 2021, the entire recordkeeping process of the school and the hostels were also upgraded to a new system. We are streamlining all the processes and incorporating new systems to enhance financial controls over the financial affairs of the school and hostels. According to the WCED laws and regulation, the school is allowed to have one bank account for all its operations which is what we have established now.

The changes necessitated us to recapture all the transactions for the entire 2021 year. While we are reworking the accounts, the D6 balances reflected on your account would have been outdated and not all payments would have reflected on your account during June/July. We apologise for any confusion or any inconvenience that occurred due to outdated statements up to the end of July.

On 1 August 2021, you will receive a statement that should reflect all the invoices and all the payments that we could identify as receipt against your account. We ask parents to kindly review their account statement in detail and if there are any payments not reflected on your account to please contact Mrs T Coetzee via phone or mail with the proof of payment that you might be questioning in order for us to find it and allocate it correctly.

Ons het gedurende Junie na 'n nuwe rekeningkundige stelsel beweeg en tydens die oorskakeling tussen stelsels sou u staat wat aanlyn besigtig kan word nie al u betalings reflekteer nie. Op 1 Augustus 2021 sal u egter 'n staat ontvang wat die hele jaar se transaksies wat ons met u rekening kon identifiseer, daarop aangedui. Graag versoek ons u om asseblief noukeurig deur u staat te gaan en enige betalings is wat nie op u staat aangedui word nie, per foon of epos onder Mev T Coetzee se aandag te bring met die nodige bewys soda tons dit kan opspoor en regstel.

Ons bring graag die volgende veranderinge onder u aandag / We would like to note the following changes for your attention:

- *Alle betalings word nou na slegs een bankrekening gemaak vir die skool, koshuis en busgeld. All payments are made to only one bank account for the school, hostel and any bus transactions.*

- *Gebruik asseblief die rekening soos op die faktuur aangedui. Please use the account reflected on the invoice as follows:*

Bank: ABSA

Branch Number: 632-005

Account Number: 406 863 340 5

- *Ouers ontvang slegs een rekening per familie wat al die skooluitgawes aandui en sal slegs een rekening per familie groep ontvang. Parents will only have one account per family that will show all the school expenditures and will get one account per family group.*
- *Ouers moet hul familiekode, wat ook as rekeningnommer dien, te gebruik as verwysing wanneer daar betalings gemaak word. Parents must use the family code, that is also used as the account number, as reference when they pay their accounts.*
- *Ouers sal fature op die 25 ste van die maand, of die eerste besigheidsdag wat daarop volg, ontvang vir die komende maand. Parents will receive invoices for the next month on the 25 of every month, or the first business day thereafter.*
- *State sal uitgestuur word op die eerste van die maand vir die tydperk jaar-tot-datum en ouers word aangemoedig om die staat noukeurig na te gaan en die skool te kontak indien hulle enige navrae het. Family account statements will be send on the first of each month for the year-to-date statements. Parents are requested to scrutinize the statements and contact the school for any inquiries.*
- *Die eerste state vanaf die nuwe stelsel sal eerskomende Saterdag die 1ste Augustus gesirkuleer word. The first statements from the new system will be circulated on Saterdag the first of August.*

Ons bedank graag elke ouer wat getrou rekeninge betaal ten spyte van die gebrek aan inligting die afgelope tydperk. Ons vertrou dat ons voortaan baie beter finansiële inligting tot u beskikbaar sal kan stel. We than each parent that paid their bills although the information was not available during the past months. We are confident that we would be able to supply much better financial information going forward.

AD ALTIORA ALTYD HOËR

Johan Jacobs
Skoolhoof