School Profile Onboarding Form

Date:

Thank you for partnering with **Zambiaschools.com.** This information will be used to create your professional profile on our platform**.** Please complete this form and return it to **office@zambiaschools.com.** *Note: Please email your school logo, video tour links, and any promotional photos as separate attachments.*

1. Institutional Basics

School Name	
Area/Town/City	
Specific Road/Street	
School Contact Number	
School Email	
Official Website URL	
Year Founded	
Total Number of Pupils	
Number of Teaching Staff	

2. Contact Information

Role	Name	Phone Number	Email Address
Headmaster / Principal			
Primary Contact			
Secondary Contact			

3. Academic & Operational Details

Curriculum Type(s)	
School Type (Day, Boarding, Mixed)	

4. Schedule Details

Teaching Hours

Level	Start Time	End Time
Nursery / Pre-School		
Primary		
Secondary		

Term Dates 2027

Term	Start Date	Mid-Term Break (Start/Finish)	Term End
Term 1		/	
Term 2		/	
Term 3		/	

5. Vacancy & Fees

Current Vacancy Status (Tick if open)

Level/Grade	Tick	Level/Grade	Tick
Nursery/Preschool	[ ]	Grade 7	[ ]
Grade 1	[ ]	Grade 8	[ ]
Grade 2	[ ]	Grade 9	[ ]
Grade 3	[ ]	Grade 10	[ ]
Grade 4	[ ]	Grade 11	[ ]
Grade 5	[ ]	Grade 12	[ ]
Grade 6	[ ]	-	-

Fee Structure (Termly)

Education Level	Fee (USD/ZMW)
Nursery	
Primary	
Secondary	

6. School Identity & "Pitch"

Mission Statement / Motto	
What Makes Us Special? (Sales Pitch)	

7. Facilities & Services

Facilities

Please tick available facilities:

- [ ] Swimming Pool, [ ] Science Lab, [ ] Innovation Hub, [ ] Library, [ ] Performing Arts Center, [ ] Computer Lab, [ ] Music Room, [ ] Art Studio, [ ] Sports Field, [ ] Playground, [ ] Auditorium, [ ] Tennis Courts, [ ] Basketball Court, [ ] Boarding House, [ ] Prayer Room, [ ] IT Suite

Other facilities:

Services

- [ ] International Students, [ ] Hot Meals, [ ] School Transport, [ ] After-school Care, [ ] Career Guidance, [ ] Sibling Discount, [ ] Special Disability Access, [ ] Scholarships, [ ] International Trips, [ ] Full Boarding

Other services:

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8. Sports & Music

Sport	Tick	Facility (Own/3rd Party)
Athletics	[ ]	Own / 3rd-Party
Gymnastics	[ ]	Own / 3rd-Party
Football	[ ]	Own / 3rd-Party
Tennis	[ ]	Own / 3rd-Party
Cricket	[ ]	Own / 3rd-Party
Rugby	[ ]	Own / 3rd-Party
Squash	[ ]	Own / 3rd-Party

Other sports:

_____

Music

Activity	Tick	Instruments	Tick
Choir	[ ]	Voice	[ ]
Orchestra	[ ]	Strings	[ ]
Other Ensemble	[ ]	Brass	[ ]
Recording Studio	[ ]	Guitar	[ ]
-	-	Drums	[ ]
-	-	Other	[ ]

9. Authorization

Name: _____	Position: _____
Signature: _____	