

SCHOOL RULES

SCHOOL POLICIES AND DISCIPLINARY MEASURES

SCHOOL TIMINGS:

- The school begins at 7.40 a.m. for Classes Pre-School to XII (Summers)
- The school gate will close after the bell at 7:40am. Thereafter, entry will not be permitted under any circumstances.

CODE OF CONDUCT:

1. Students are NOT allowed to bring Mobile phones inside the classrooms/school I- Pads, Smart watches or Cameras to school (unless written permission is granted by the school for self-commuters). Defaulters shall be dealt with very strictly. Parents of those students found in possession of any of the above, would be required to submit a fine of Rs. 2000/- to the school.

2. Students are NOT allowed to bring any sharp - edged instrument to school, eg. Knife, Cutter, Blade etc.

3. The following undesirable behaviour / repeated indiscipline will lead to serious consequences even leading to expulsion, if not corrected:

- Damaging school furniture, fixtures/building or things belonging to others.
- Writing or drawing anything on the walls/school furniture/library books.
- Indulging in uncivilized behaviour or using abusive language.
- Scribbling or writing anything on the school uniform.
- Bullying or using any form of physical/emotional/verbal violence against a fellow student or any member of the staff.
- Shouting or misbehaving in the school premises.
- Running in the corridors while changing classrooms between periods.
- Missing classes under any pretext.
- Bursting crackers or throwing colour on one another within or near the school premises.
- Using unfair means during a test/examination.
- Indulging in any misbehaviour/misdeed directly or online which could be derogatory for the institution or any person?
- Littering in the school compound.
- Not wearing proper school uniform as per the school guidelines.\

- Not wearing school issued ID Cards.

DISCIPLINARY MEASURES

The following disciplinary measures can be adopted by the school:

- Counseling
- Oral warning
- Written warning
- Rustication / Expulsion

RECOMMENDATIONS TO PARENTS/GUARDIANS

Parents are requested:

- To closely monitor their ward's progress by checking the School Almanac everyday and paying attention to their punctuality, discipline and timely submission of school assignments.
- To encourage their ward to take a balanced interest in studies, co-curricular activities and sports.
- To inform the school immediately if there is any change in address, telephone numbers and bus route.
- To ensure that their ward does not bring expensive items, electronic items, cell phone etc. or large sum of money to school. The school bag should be randomly checked to ensure the same.
- To restrict pocket money to a minimal. Excessive spending in school should be discouraged.
- To restrict celebration of birthdays of their ward in school to simple distribution of either two candies/fruits or books.
- To explain to the child the need to look after his/her belongings. The school does not accept responsibility for any item lost in school. All articles belonging to the child should have identification details.
- To ensure that their ward is in proper school uniform. No fancy jewellery like bracelets, bangles, danglers, trinkets, anklets, studs etc. should be worn by girls/boys.
- To ensure that their ward does not wear/carry smart watch to school.
- To avoid taking half-day leave. In case of an emergency, written permission must be taken from the Principal/Head mistress / Coordinators. In case a child leaves the school early, it is mandatory to inform the respective Bus Incharge about the same.
- To ensure that during their ward's absence from school, work done in the class is not pending.
- To provide a supportive value-based environment to their ward at home. To use discretion and parental judgment and keep track of their ward's mental health and emotions.
- To monitor the internet sites being visited by their ward and limit Television viewing to appropriate programmes and duration.
- Contact school to discuss and decide a plan of action to handle the difficulties (academic as well as behavioural) of their ward and to seek guidance. Your letters will be replied to after discussion with the concerned teachers.
- To ensure that their ward appears for all tests as per the schedule given in the Almanac/ Datesheet. In case the child is unable to take the examination, prior intimation must be given to the Class Teacher in writing.
- To discourage their ward from taking additional leave before the commencement of examinations.