



RULES OF THE SCHOOL

1. Kindly ensure that your ward is present on the first three working days of the new session or else your ward's seat will be allotted to a new student..
2. If a student continues to be absent for a month without any intimation to the Principal, his/her name will be struck off from the school rolls and has to follow new admission process.
3. Parents are requested to avoid taking students for holidays and other non-academic events during the academic session.
4. If the students is absent, leave application should be given to the class teacher through the format given in school diary as well as medical, if required.
5. If the student will be absent during test, there is no provision to take the Re-test.
6. Each student must have a minimum of 85% attendance to be eligible for promotion.
7. English is strictly the medium of communication within school campus.
8. Latecomers will not be allowed to attend the sessions of the day unless they bring a note to the teacher from the Principal. The college reserves the right of sending the latecomers back to their home.
9. The college gate will be closed prior to the college assembly.
10. Ensure that your ward is neatly dressed for school every day for reference check the uniform table given in school diary. Students not adhering to the school uniform code may call for sciplinary action inclusive of being sent back home.
 - Jewellery of any kind is not permitted.
 - Nails should be cut regularly and kept short and no nail color should be used.
 - Colouring of hair in NOT permitted.
 - No Low-waist/Narrow bottom pants are allowed.
 - Shoes should be well polished and hair cut short.
 - No beard, long hair nor moustache is allowed except for SIKH students.
 - Knee length kurta for girls is mandatory (Class IX onwards)
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11. An identity card shall be issued to each student. It is an integral part of the school uniform and also facilitates the security system.

12. A duly labeled extra dress must be sent with the Pre Primary student on the first day of the school. This shall be kept for the emergencies.
13. Every student should bring the diary daily.
14. Parent's are requested to fill up the first page of diary properly and sign regularly.
15. Please send three passport size photographs of your ward on the first day of school to be submitted to the class teacher.
- 16 The SMS service has been initiated by the school therefore the parents are requested to check the SMS regularly. In case of any change in contact number the school authorities should be informed in prior.
17. No student should leave the school premises during the school hours without the written permission of the Principal.
18. Unknown persons, relatives or servants will be not be allowed to come and fetch their child from the college in case of an emergency for any unforeseen action.
19. Irregular attendance, unjustified or unexplained absence, habitual late coming, disobedience or objectionable behavior of any kind may result in disciplinary action.
- 20 It is compulsory to bring the Tiffin with wholesome food and a napkin to school every day.
21. Nursery children should be given only Tiffin, a napkin , a water -bottle & the school diary duly filled in for few days in the beginning. Books etc should be sent as per further instructions from the class - teacher
- 22 Parents are requested to get the books and notebooks properly covered with cellophane and to be brought to the school as per given time table.
- 23 The school does not accept responsibility for the loss of books, money, clothes, games/sports, articles, watches, etc. of the students.
24. Any kind of damage done to the school property including ink stains/scribbling, writing on the walls, damaging the furniture , misappropriation of the things belonging to others, etc. are serious faults. The damage must be compensated for at the expense of the offender
25. The fee will be collected upto 15th of every month.. Ensure that all the installment fee of your ward for the session 2017-18 is paid on time.
26. As per CBSE Norms Adhaar Card is mandatory from Class - I onwards.

27. According to CBSE Norms, Session 2017-18 for class X will be Board based Examination.

28. Ensure that your ward does not spend too much time on social networking sites. No mobile phones /Pen drives/CDs are allowed in the school premises.