



Rules and Regulations for Students

General Rules

The following rules are required to be strictly adhered to:

- Pupils must attend the school regularly and punctually. Late-comers will normally be sent back home.
- A clean and neat uniform must be worn at all times. Pupils in dirty or untidy uniforms may not be allowed to attend classes. Pupils of Classes II to VIII must wear the Karate uniform on the days they have Karate.
- Pupils are not allowed to attend school when sick and/or suffering from an infectious disease. Any pupil found appearing for a classwork/test with an infectious disease will have his/her classwork/test cancelled.
- Pupils must complete their homework regularly.
- Pupils are required to address their teachers and all other members of the teaching and non-teaching staff with due respect and politeness. They are expected to behave always in a proper manner, befitting the dignity of the School.
- No pupil is allowed to leave the School premises earlier than the scheduled leaving hours.
- Pupils who do not use the School bus will be allowed to leave only with their guardians or escorts, on the production of their identity cards. No pupil will be allowed to leave alone.
- No book, periodical or newspaper of any objectionable nature shall be brought to School.
- Pupils are not permitted to wear watches or gold Jewellery and to carry with them any expensive objects to School.
- Any change in the pupil's profile, including change of address, phone no. etc. should immediately be informed in writing. For change in address, the application must be signed by both parents/guardians.
- Pupils are to bring their own tiffin or obtain it from the Canteen in permissible cases.
- No Programme or party is to be arranged in the School without prior permission of the authorities.
- It is not possible for the School personnel to deliver individual articles (water bottle, tiffin box, sweater, etc.) to the classroom of the concerned

pupil if for any reason he/she has forgotten to bring it. Kindly ensure that the pupil is carrying the required articles.

- Girls must wear only **BLACK** rubber bands or hair bands. Use of no other colour will be allowed.
- Plastic water bottles without straps and metallic water bottles (now available in the market) are not allowed.

Attendance: Students are expected to attend school regularly and on time, and to submit leave applications in advance for any unavoidable absences. They should inform the school if they are unable to attend due to illness or any other reason.

Dress code: Students must wear the school uniform on all school days, and ensure that it is clean and neat. They should maintain personal hygiene and grooming standards.

Conduct: Students should behave in a courteous and respectful manner towards their teachers, classmates, and staff members. They should avoid any form of bullying, harassment, or violence and not engage in any activity that disrupts the learning environment or causes harm to others.

Language: Students are expected to use appropriate language and refrain from using abusive or offensive language.

Academic Integrity: Students should not engage in any form of academic misconduct, such as cheating, plagiarism, or copying from others.

Cell phones: Students are not allowed to carry cell phones to school. However, they may use school's technology devices such as desktops, laptops, or tablets only for academic purposes and with the permission of their teachers.

Homework: Students must complete all homework and assignments on time, and seek help from teachers if needed.

Assessment: Students must prepare well for all tests and exams, and not engage in any form of cheating or plagiarism.

Bullying: Students must not engage in any form of bullying or harassment, and report any such incidents to the school authorities immediately.

- Safety: Students should take care of their own health and safety, as well as that of their classmates. They should follow all safety rules and guidelines while in the school premises. They should not engage in any activity that could harm themselves or others.
- Extracurricular activities: Students are encouraged to participate in extracurricular activities such as sports, music, and art, but must maintain a balance between academic and non-academic pursuits.
- Personal Belongings: Students should take care of their personal belongings and not bring any valuable or dangerous items to school.
- Conduct outside of school: Students should behave appropriately outside of school as well and maintain good conduct in public places.
- Leave of Absence: Students should take prior permission from the school authorities if they need to take leave for any reason.

- Transfer Certificate : Parents have to pay a sum of Rs.1000/- and an Application to claim their ward's Transfer Certificate.

Safety Guidelines

1. Personal Safety: Students should take care of their personal safety by avoiding isolated areas in and around the school premises. They should also avoid sharing personal information with strangers and report any suspicious activity or individuals to the school authorities immediately.
2. Hygiene and Sanitation: Students should maintain good hygiene and sanitation practices, including regular hand washing, use of sanitizers, and covering their mouths and noses while coughing or sneezing. They should also avoid sharing personal items such as water bottles, food, and stationery with others.

3. **Traffic Safety:** Students should follow traffic rules while commuting to and from school. They should also wear helmets while riding two-wheelers and use designated pedestrian crossings while walking on roads.
4. **Cyber Safety:** Students should be aware of cyber threats and should not share personal information on social media or other digital platforms. They should also avoid clicking on suspicious links or downloading unknown attachments.
5. **Emergency Preparedness:** Students should be aware of emergency procedures such as fire drills, evacuation plans, and first aid measures. They should also follow the instructions given by the school authorities during emergency situations.
6. **Respect for Diversity:** Students should show respect for diversity by avoiding discriminatory behaviour or language. They should also report any incidents of bullying, harassment, or discrimination to the school authorities immediately.
7. **COVID-19 Safety:** Students should follow all COVID-19 safety protocols mandated by the school authorities, including wearing masks, maintaining physical distance, and avoiding large gatherings. They should also get vaccinated if eligible and follow quarantine guidelines if exposed to the virus.

Code of Conducts:

- **Respect for Others:** Students should show respect to all members of the school community, including teachers, staff, and fellow students. They should not use foul language or engage in any form of bullying, harassment, or discrimination.
- **Academic Honesty:** Students should maintain academic honesty by not cheating or plagiarizing in any form. They should also not engage in any form of misconduct during exams.

- **Attendance and Punctuality:** Students should attend all classes regularly and be punctual. They should not be absent from school without a valid reason and prior permission from their parents/guardians and school authorities.
- **Uniform and Grooming:** Students should wear the prescribed school uniform and maintain personal hygiene and grooming standards. They should also not wear any accessories or items that are not permitted by the school.
- **Safety and Security:** Students should take care of their personal safety and avoid any activities that may cause harm to themselves or others. They should also report any suspicious activity or individuals to the school authorities immediately.
- **Responsible use of Technology:** Students should use technology responsibly and not engage in any illegal or inappropriate online activities. They should also not use electronic devices during classes without permission from the teacher.
- **Sportsmanship and Teamwork:** Students should participate in sports and other extracurricular activities with sportsmanship and teamwork. They should respect the decisions of the coach or team captain and follow the rules of the game.
- **Environmental Consciousness:** Students should be environmentally conscious and help in conserving natural resources. They should avoid littering and participate in eco-friendly initiatives promoted by the school.
- **Community Service:** Students should participate in community service activities organized by the school and promote social responsibility. They should also respect the rights and dignity of all members of the community.
- **COVID-19 Safety:** Students should follow all COVID-19 safety protocols mandated by the school authorities, including wearing masks, maintaining physical distance, and avoiding large gatherings. They should also get vaccinated if eligible and follow quarantine guidelines if exposed to the virus.

Care for School Property:

- **Reporting Damage:** Students should report any property damage immediately to the school authorities or their class teacher. They should not attempt to fix or hide the damage on their own.

- **Prevention of Damage:** Students should take necessary precautions to prevent any property damage. They should avoid running or playing in areas where there is a risk of damage to school property. They should also not tamper with or misuse any equipment, machinery, or fixtures provided by the school.
- **Liability for Damage:** Students may be held liable for any intentional or accidental damage caused by them to the school property. They or their parents/guardians may have to pay for the cost of repairs or replacement of the damaged property.
- **Consequences of Damage:** Students who cause damage to school property may face disciplinary action such as suspension, detention, or even expulsion from the school. They may also be required to perform community service or pay compensation for the damage caused.
- **Restitution of Damage:** Students who cause damage to school property should take responsibility for their actions and make restitution for the damage caused. They should apologize to the school authorities and take appropriate steps to repair or replace the damaged property.
- **Education on Responsibility:** The school should educate students on the importance of being responsible and respectful towards school property. They should be made aware of the consequences of property damage and encouraged to report any incidents of damage or misuse.

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