

Rules

1. Every PUPIL must have a copy of this school Calendar which must be brought to school daily.
 - i. The STUDENT'S name and other details, including specimen signature of parents must be filled in within a week after the re-opening of the school.
 - ii. The pupil is given the columns for specimen signatures of parents in the absence of the Father he/she may produce the Mother's signature, **NO OTHER SIGNATURE WILL BE ACCEPTED ON LEAVE NOTES AND REPORTS.**
 - iii. If both parents are not available for any period of time, a guardian must be appointed with a letter of authority approved by Principal/Headmistress. Only this person will be entertained in connection with matter pertaining to this particular student.
 - iv. Daily lessons, home assignments and reports, if any, should be noted down in the Calendar.
 - v. PARENTS must see this School Calendar regularly, note the remarks/ reports and sign them promptly.
 - vi. The PUPIL is liable to be sent home from class if these remarks/ reports are not signed.
 - vii. **NO PUPIL** will be allowed to attend class without this copy of the School Calendar.
2. Running, playing or shouting inside the school building is not allowed and when classes get over at the end of each session the PUPILS in due order and in silence, should move along the corridors to the exit.
3. All PUPILS must come to school in the school uniform. No fancy haircuts are permitted, the pupil who is without uniform must produce a note from the parent endorsed by the Principal/ Headmistress otherwise he/she may be asked to return home during school hours.
4. Irregular attendance, habitual idleness, disobedience, malpractice in connection with examinations or conduct, injurious to the moral tone of the school, justifies dismissal.
5. PUPILS are responsible to the school authorities not only for their conduct in the school but also for their general behaviour outside the school. Any reported or observed objectionable conduct out of the school, on the part of PUPILS, will make them liable for disciplinary action.
6. Politeness and courtesy of speech and conduct as well as cleanliness of dress and person are expected from every pupil as a matter of a course. Any type of discourtesy or disrespect to members of the SCHOOL staff will be considered as a serious breach of discipline.
7. It is obligatory on the part of the PUPILS to participate in all co-curricular and other school activities.

8. No books other than prescribed, may be brought into the school premises without the permission of the school authorities.
9. Any damage done in the class or about the premises will have to be made good by the pupils. The decision of the Principal / Headmistress regarding the amount to be paid will be final.
10. Every PUPIL should endeavour to keep up the high moral tone of the school by excelling in good manners and deportment. Hence for the smooth running of the school no student may bring into the SCHOOL any article which may prove source of disturbance.
11. . Pupils suffering from contagious or infectious diseases will not be permitted in school.
12. .PARENTS / GUARDIANS are not allowed to see their children or interview teachers during school hours.
13. No present or any demonstration to the teachers is allowed without previous consent of the SCHOOL authorities. No collection for any purpose whatsoever is to be started without the previous permission of the principal.
14. .Pupils are responsible for the save custody of their books and belongings .It is not advisable for Pupils to have money or valuable articles with them.
15. The record of the addresses of PARENTS/ GUARDIANS is maintained in the SCHOOL office and any change in the addresses must be communicated to the school office without delay.
16. Letters received in the school, addressed to PUPILS will not be delivered.
17. .Application for the leaving certificate is to be made in writing by parents or guardians. It
18. Will be given free of charge if taken within a year from the date of leaving the school. After this period, a fee of Rs 5/- will be charged every subsequent year. A fee of 5/- will be charged for duplicate copy of leaving certificate or an extract from General Register.
19. . Leaving certificate will be issued only to those Pupils who have settled all their fees up to date.