

RULES AND REGULATIONS OF CENTRE FOR STUDENTS

- 1) Students must come to Centre wearing the uniform. Uniform must be neatly cleaned and ironed.
- 2) Personal cleanliness, hygiene and neatness is expected at all times. Hair must be neatly cut/pinned/plaited and combed. Nails must be kept clean and short. Boys must maintain their hair trim and neat .
- 3) Care must be taken to keep the centre clean at all times. Litter must be disposed off in the dustbins provided.
- 4) Students must take care of the centre property. No scratches, writings or drawings must be made on the furniture or walls.
- 5) Students must respect and obey their teachers and centre authorities at all times.
- 6) Running, playing and shouting in the classrooms during study hours is forbidden. Students shall not indulge in fights and physical and verbal abuse in centre. Strict action shall be taken against all students instigating and/or participating in such acts.
- 7) Students must record and follow the specific instructions given by their teachers.
- 8) All subject books must be covered , labelled and neatly maintained throughout the year.
- 9) Books must be brought according to the day's timetable without fail.
- 10) Students must be present in the centre at 8:00am during summers and 8:30 am during winters.
- 11) Parents must attend the scheduled PTA meetings in the interest of their wards.

12) All report cards shall be handed over only to the parents/guardians. Under no circumstances will the report card be given to a student or any other unauthorized person.

13) Absence for 3 to 5 days on medical grounds must be accompanied by a medical certificate and shall be sanctioned by the Class teacher. For any other absence of more than 5 days the written sanction of the Principal is required.

14) No student must leave the centre premises without the permission of the Principal. Parents seeking to take their child/ward during centre hours must meet the Principal for permission.

15) Students shall not be sent with drivers/friends/relatives without the written request of the Parent.

16) Students who have been absent for more than a month without permission are liable to have their names struck off the rolls and have to seek readmission.

17) All the students must use decent, respectful, courteous and graceful language at all times with the fellow students as well as the staff members.

18) Mobile phones are strictly not permitted in the school.

19) All the students must listen carefully to their teachers and follow their directions.

20) Students must attend classes regularly: Attend all classes unless you have a valid excuse.

21) All the students must follow centre guidelines for using electronic devices.

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