



Group of School Education

Student Code of Conduct

SOP | No. 152 dated 14-08-2024

Parent & Student Guide Book & Student Code of Conduct

Dear Parent

We welcome you and your ward for a meaningful and unique partnership with School.

Glorious decades has gone into the making of *school*.

Gyan Vihar Grop of schools, ipso facto, the institution has a legacy of high values and glorious traditions. Nonetheless, it is a legacy passed over to the ever-changing wheel of time where rules and regulations must keep pace, accommodating the rapidly changing requirements of the community.

All successful institutions and organizations function within the framework of a set of rules and regulations, written or conventional, for a balanced growth and enrichment of all concerned.

The right attitudes and principles instilled and nurtured in the formative years our children can promote them into becoming decent, courteous, confident, independent and successful global members of a civilized community.

This guidebook provides information to run the school in a way that helps all of us in our effort.

Please take time to become familiar with the contents of this guidebook.

You are earnestly requested to help school staff to effectively communicate information given in this to the students and also to note down your responsibilities in order to make this journey of your ward in school more meaningful.

Together we can make the schooling of your ward a great, fun and learning experience.

With kind and warm regards

Ritwiz Gaur

Students' Rights

1. Students are not to be discriminated against or denied participation in any school programs on the basis of race, gender, color, religion, creed or disability.
2. Students have a right to be free from bullying, cyber-bullying any kind of sexual advances or harassment.
3. Students have a right to privacy of their belongings/pockets unless there is a need to do the checking due to any suspicion for which only the authorized staff/volunteers may do the needful.
4. Students have a right to express their opinion, complain or report any such matter they feel is against their rights, without any fear of retaliation.
5. Students have a right not to be spoken to or questioned about any issue that concerns the school, by anyone, who is not a part of the school staff.

Responsibilities of the students

Participation in school activities:

- a. Students must report to school on time regularly and come prepared with their lessons.
- b. Students must actively participate in class room instructions.
- c. They must complete their assignments.
- d. They must participate in all co-curricular activities, sports and Social Service Programs as planned by the school.

Good Behaviour:

- a. Good behaviour and moral disposition is expected from the students at all times.
- b. Their behaviour must be such that helps them to achieve their own and/or other students' educational goals.
- c. The students must ensure that they neither get involved in any illegal activities nor should they influence other students into such activities.
- d. They must respect and preserve the property of the school.

Respect for staff

- a. Students must respect the school staff.
- b. Students must greet their teachers whenever and wherever they meet them.
- c. Students must follow instructions given by school staff in a timely manner.
- d. They must use acceptable, respectful and courteous language.

- e. Students must avoid any kind of involvement in disrespect, defiance, harassment and cyber-bullying.

Respect for fellow students

- a. Students have the responsibility of showing respect to the rights and dignity of fellow students.
- b. They must not engage in name-calling, bullying, harassment (sexual or otherwise), fighting, belittling or engaging themselves in activities that cause embarrassment to the fellow students.

Dress code

- a. Students have the responsibility to wear the dress (uniform) permitted by the school.
- b. Each student must wear the Id card that displays his/her identity.

Respect for the Institution

- a. The behaviour of the students should be such that brings respect to the institution they belong to.
- b. They must follow the code of conduct laid down by the school authorities **(Copy available in school office and attached)**

Expected Etiquette

- a. In the school library
 - The etiquettes of library must be displayed at all times which means no writing/ scribbling in the library books
 - The students must maintain silence in the library.
 - Books borrowed must be returned within stipulated time.
- b. In the wash rooms
 - The students must maintain cleanliness and hygiene in the washrooms.
 - They must make use of the facilities of water and soap in the washrooms.
 - They must ensure that no scribbling/graffiti is done by them anywhere in the washrooms.
- c. In the school laboratories
 - The students must not tamper with any educational materials.

- They must not indulge themselves in any kind of experimentation in the labs without the permission of the concerned staff.
- They must make use of equipment/apparatus authorized by the teachers.
- They must not throw/spray any chemicals on any person or in any un authorized place
- d. The school transportation
 - All students using the school bus must respect the bus staff, show concern towards other fellow students.
 - They must follow all rules laid down by the school authorities.

No claim on objects not belonging to them

Any articles/equipment/books/note-books/stationery etc belonging to someone else, if found, unclaimed, must be deposited in the school office.

Use of decent language

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

Maintain cleanliness and hygiene

- a. The students must keep their surroundings clean, be it at the school premises, home, neighborhood, gardens, lawns and roads.
- b. They must not litter the roads or ground as a matter of habit, and instead they should make use of the garbage bins.
- c. They must look after their personal hygiene.
- d. In case of any sickness it is students' responsibility to go for adequate quarantine period as suggested by the doctors.

Concern for others

- a) The students must show concern and be sensitive towards those who are less fortunate or have special needs.
- b) They must imbibe humility as a value for one and all.
- c) They must respect elderly people and senior citizens and be ready to render help to them.

Responsibility towards Nation and Environment

- a. The students must respect their Environment. Each student must be an environmentalist who is responsible for saving energy (such as water, electricity),

looking after flora & fauna and should also spread the same message to the others in the community.

- b. The students must love their nation and display a patriotic fervour in their behaviour.

Deviation which may attract remedial measures/penalties

1. Insubordination - Refusal to comply with instructions given by the school authorities or authorised student council (whichever applicable) such as refusal to: open a book, to write assignments, to take class tests as and when administered or refusal to do any group work/team work, denying responsibility (without any valid reason) given by school staff, non-adherence to legitimate instruction.
2. Denying Identity
 - a. Present in school without the Id-card and proper uniform,
 - b. Not disclosing his/her identity whenever asked by the school staff.
3. Prohibition on the use of electronics - bringing mobile phones, smart watch or any other electronic gadgets such as pen drives, CDs, MP3 to school. (Any such gadgets, if brought, will be confiscated.)
4. Misconduct in the classrooms/Activity room/labs:
 - a. disrupting the instructions given by the teachers in the classes by way of talking, making noises, mocking, laughing or throwing objects.
 - b. disorderly behaviour that causes prevention of beginning of class activity/ lesson or making the teacher stop the instruction because of disruption.
 - c. tampering with any educational materials kept in the labs/ classrooms/ activity rooms.
 - d. indulgence in any kind of experimentation in the lab/activity rooms without the permission of the concerned staff.
 - e. unauthorized use of any equipment/apparatus kept in the activity/ classrooms.
5. Breaking rules laid down for the school transport - Not following instructions w.r.t. to the school transport such as :
 - a. not sitting on the place allotted to them.
 - b. roaming in the moving vehicles
 - c. shrieking/shouting in a way that distracts the driver and disturbs the other fellow students.
 - d. throwing objects outside the bus through the windows.
 - e. putting any part of the body outside the window.
 - f. alighting or getting down when the vehicle is still in motion.

- g. not accommodating other fellow students specially younger students and bullying them in one way or the other.
 - h. causing damage to the bus due to negligence or vandalism.
 - i. coming near the door of the bus before the bus comes to a halt.
- 6. Inappropriate display of affection
 - a. Display of any kind of closeness with other students by way of walking hand in hand or hugging or putting hand on the shoulders or any part of the body.
 - b. Display of any objectionable/indecent/obscene gestures towards the other fellow students.
- 7. Loitering/ Trespassing
 - a. Loitering on the premises of the school, other than the location to which the student is assigned to go, without authorization from school authorities.
 - b. Returning to the school premises without permission of the school authorities during suspension or expulsion from the school.
- 8. Causing Humiliation/Embarrassment to the fellow students- Causing Humiliation/embarrassment that shows disrespect to the dignity of a fellow student by way of writing/electronically/photographs/ drawings/ orally or through any other objectionable gestures.
- 9. Causing Mental Harassment to the fellow students:
 - a. any act written, verbal or physical that adversely affects the ability of students to study, participate in school programs or causes disruption in the mental development/growth of a student and could potentially lead to harassment
 - b. damaging/tearing/throwing; objects/books/note-books/ stationery or any such items belonging to the other students to harass them or as a matter of retaliation.
- 10. Violence/Intimidation/Fighting/Physical assault:
 - a. an act of physical violence such as slapping, kicking, pushing, pulling hair/ dress scratching with nails or throwing objects on anyone.
 - b. physical confrontation between one or more students that causes injuries.
 - c. threatening/intimidating any fellow student of dire consequences as any kind of retaliation
 - d. involving in any kind of assault in the name of ragging.
 - e. attempting to cause physical harm to a school staff/employee/student by way of hitting/beating/physical abuse.
- 11. Improper use of language - Use of abusive/intemperate/indecent/obscene/vulgar language in the school premises for/with any fellow students or for/with any staff or visitor.

12. Bullying:

- a. written, verbal or electronic communication to threaten a fellow student or school staff.
- b. black mailing a student/threatening a student of dire consequences as a matter of retaliation.
- c. damaging/tearing/throwing; objects/books/note-books/ stationery or any such items of other students in order to show seniority/or to express anger/or as a matter of retaliation.
- d. Indulging in creating/promoting social aloofness of any student(s)

13. Possession of any objectionable articles:

- a. possession of any objectionable articles such as explosive, fire-crackers, irritant spray, pepper spray, objects with IR rays. pornographic content and so on.
- b. bringing any objectionable articles as mentioned above and hiding them in the school premises.
- c. coaxing/influencing other fellow students into such acts.

14. Possession/consumption of any drugs: Possession/consumption of any drugs (may be of medical nature)/alcohol/tobacco in the school premises or outside the premises.**15. Stealing - An act of stealing objects from the staff rooms/students' bags/ labs/ activity rooms/library.****16. Defacing/damaging/vandalising school property:**

- a. defacing/damaging school property of the school.
- b. scribbling/writing in library books/school furniture/walls; carving into wooden fixtures and furniture or putting/spraying paints anywhere on the walls/glass surfaces.
- c. plucking flowers/uprooting plants/spoiling the school lawns
- d. breaking /damaging school fixtures such as electric boards/switches, fans, window panes, projectors, computers, display boards, green/black boards, lab/sports equipment/ fixtures in the washrooms.
- e. showing casual approach in handling school furniture/ fixtures such that it results in breaking/ damaging these.

17. Interference with the duties of Class IV (group D) employees OR threatening them of dire consequences-Preventing or attempting to preventing school Class IV (group D)

employees from doing their duties through threats of violence, harassment or intimidation.

18. Interference of students in and out of the school and home - Any action that prevents or delays transportation of pupils to and from school that prevents pupils from entering or leaving schools at scheduled hours or that causes fear or jeopardy to students while walking to and from school.
19. Extortion/Coercion/Blackmail - Obtaining money or property (something of value) from an unwilling person or forcing an individual to act by either physical force or intimidation (threat).
20. Forgery/gambling - Intentionally misrepresenting information to the school such as giving false information, false identification or signing another person's name to a document.
21. Misuse of technology (Internet facility of the school)
 - a. Un-authorized use of internet technology, equipment or materials, including networks and servers.
 - b. The act of tampering with or unauthorized use of computers hardware or software; including loading unauthorized software.
 - c. making unauthorized copies of software, tampering with hard drive, infecting computer/s with viruses.
 - d. unauthorized internet access to another person's files, computer or computer systems.
 - e. indulging in computer network "hacking".
22. Undesirable Group Activity - Organizing any team, group, club, school activity; National/International which is reckless and endangers the physical safety causing mental distress, embarrassment, humiliation or ridicules a student regardless of whether the activity is done with or without the consent of the person being hazed.
23. Possession of weapons/sharp objects:
 - a. possession of weapons (such as pistol, rifle, gun, knife) or any destructive device.
 - b. possession of any other object such as sharp metallic wrist band, brass knuckles which can cause injury to the others.

24.Fraud/Forgery:

- a. signing the signature of another person/staff/teachers
- b. giving misleading information about residence address/ telephone numbers and so on.

25.Sexual harassment - Unwelcome sexual advances or requests for sexual favours and other verbal or physical conduct of a sexual nature such that creates an intimidating, hostile, educational environment; otherwise adversely affects/interferes with a student's educational opportunities.

26.Criminal Sexual Conduct:

- a. use of lewd & lascivious language.
- b. Forcing/compelling fellow student into any sexual activity.
- c. passing obscene/ vulgar comments for any fellow students.
- d. making advances towards any fellow student (boy/girl) through SMS, face book, internet or any other social networking media.
- e. touching/ lifting the dress of a fellow student.
- f. indulging into any kind of obscene behaviour in the school transport.
- g. disrespecting the dignity of a student by touching her private parts.
- h. engaging himself/ herself in any sexual contact with another person/ fellow student.
- i. displaying private parts
- j. showing/ bringing any pornographic materials.

27.Raising false alarm:

- a. activating fire alarm system when not required.
- b. false reporting of a bomb when it does not exist.
- c. sending letters for a scare of mob/ terrorist attack.

28.Falsely Implicating another person - Lodging false complaints of a fellow student/ staff as a matter of retaliation or to settle scores with someone.

STUDENT CODE OF CONDUCT

GENERAL:

- 1. Appointment/s may put other students on corrective drills for untidiness, bad behaviour, wrong or improper dress, lack of punctuality or breach of any other school rules only with permission of the Principal.*
- 2. Any Teacher or appointment may recommend the name of any student to the Principal through Discipline Incharge for corrective drill for any breach of a school rule or misconduct.*
- 3. All corrective drill must be properly recorded and signed in the Corrective Drill register.*
- 4. All punishments must be counter-signed by the Principal.*
- 5. Under no circumstances will students/teachers in authority hit another student or inflict any corporal punishment, for any reason whatsoever.*
- 6. Any student may be expelled or rusticated for serious offences, which are likely to impair the discipline of the school, or for repeated misconduct and disregard of the school rules.*
- 7. Corrective Drills should be used as a corrective measure and not to humiliate a student.**
- 8. Example is better than precept. Those giving corrective drills should know that unless they are abiding by the rules themselves.**
- 9. A word of advice and caution is a much better way than punishing students mindlessly.**

GROUP 'A' DEVIATION

SPECIFIC REMEDIATION:-

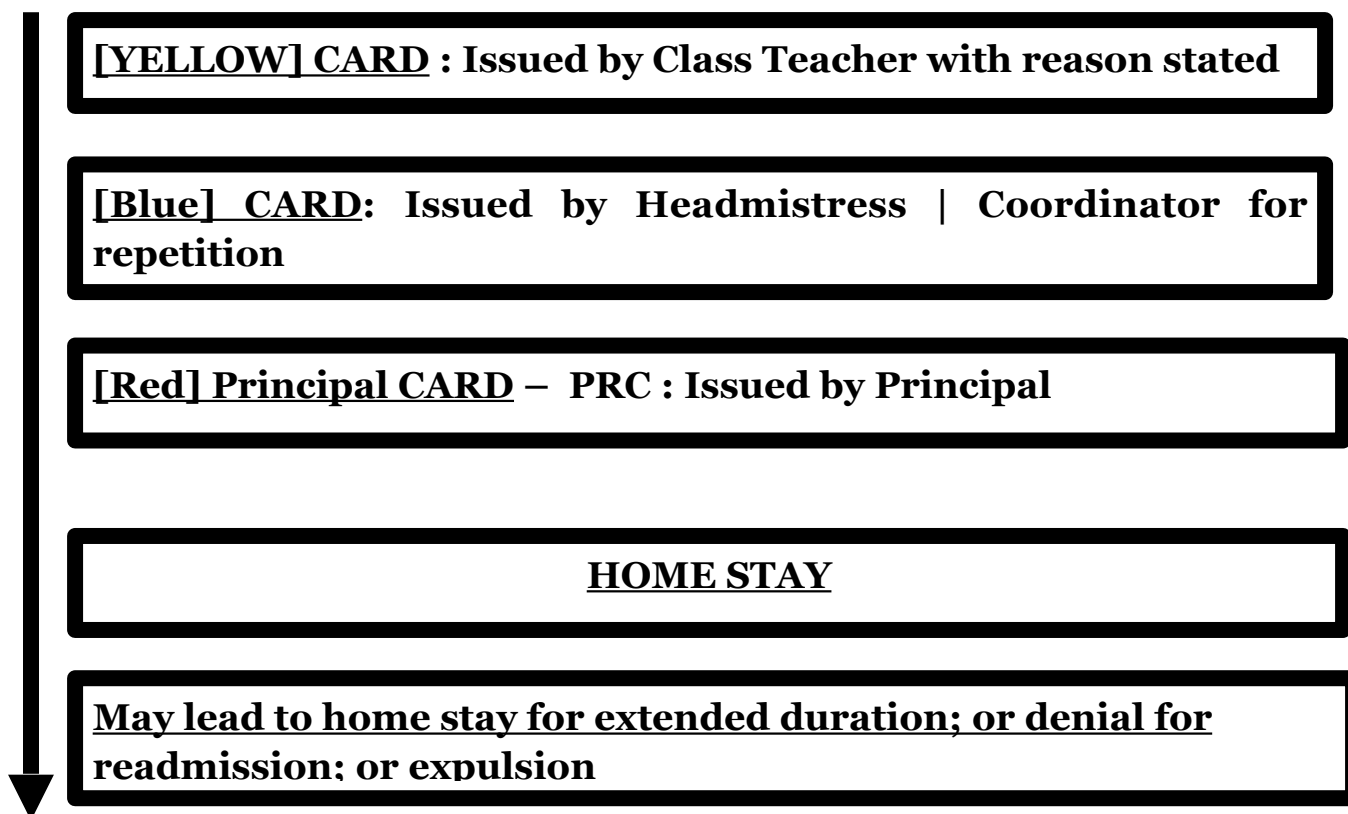
<u>MISCONDUCT</u>	<u>Remediation</u>	<u>CORRECTIVE MEASURE</u>	<u>DISCREDIT</u>
CONSUMUNG DRUGS	EXPULSION	COUNSELING/ REHABILITATION AID	
CONSUMUNG ALCHOL	1 ST TIME - HOME STAY ON RETURN UNDERTAKING BY PARENT 2 ND TIME- EXPULSION	COUNSELING/ REHABILITATION AID	1. LETTER TO PARENTS 2. WILL BE CONSIDERED ADVERSE WHILE DECIDING UPON SELECTION FOR -APPOINTMENT; REPRESENTING SCHOOL OUTSIDE.
SMOKING	1 st time- HOME STAY Subsequent-HOME STAY FOR REST OF TERM & PARENTS UNDERTAKING	1. COUNSELING 2. TALK BY STUDENT IN ASSEMBLY 3. LIBRARY DUTY BY STUDENT FOR A WEEK WHICH MAY INCLUDE: a. ASSISTING IN MAINTAINENCE b. READING A BOOK FOR A WEEK AND PREPARING A BOOK REVIEW	
SERIOUS MISBEHAVIOUR			
BREAK BOUND			
MOBILE & UNAUTHORIZED GAZETTE	1 ST TIME 1. GAZETTE WILL NOT BE RETURNED 2. HOME STAY 2 ND TIME 1. GAZETTE WILL NOT BE RETURNED 2. HOME STAY & PARENTS UNDERTAKING		
HITTING/BEATING/ BULLYING /RAGGING/ INFLECTING INJURY	1 ST TIME – 1 WEEK HOME STAY; 2 ND TIME – 1 WEEK HOME STAY + TERM EXTRA SCHOOL NOTE : 1. FOR SEVERE BEATING AND/OR USAGE OF WEAPON OF ANY KIND SCHOOL DISCIPLINE COMMITTEE WILL DECIDE THE PUNISHMENT BASED ON THE DEGREE AND/OR SEVERITY OF OFFENCE 2. IN ALL CASES MEDICAL EXPENSES OF VICTIM WILL BE BORNE BY DELINQUENT STUDENT		

GROUP 'B'

MISCONDUCT	CORRECTIVE MEASURES
<i>POSSESSION OF PORNOGRAPHIC MATERIAL</i>	1 ST TIME – 1 WEEK EXTRA SCHOOL; 2 ND TIME – 2 WEEK EXTRA SCHOOL 3 RD TIME – 1 WEEK HOME STAY 4 TH TIME – 1 WEEK HOME STAY [PARENTS WILL BE CALLED] IN ALL CASES LETTER TO PARENTS
<i>IMPROPER AND/OR INVALID USAGE OF IT FACILITIES</i>	[PARENTS WILL BE CALLED]
<i>PECUNIARY DISHONESTY</i>	1 ST TIME – COUNSELING, LETTER TO PARENTS & PECUNIARY PENALTY 2 ND TIME – 1 WEEK EXTRA SCHOOL + LETTER TO PARENTS & PECUNIARY PENALTY 3 RD TIME – 1 WEEK HOME STAY +LETTER TO PARENTS & PECUNIARY PENALTY
<i>ACADEMIC DISHONESTY</i> <i>IT INCLUDES-</i> <ul style="list-style-type: none"> • TO USE UNFAIR MEANS TO ACHIEVE AN OBJECTIVE IN ACADEMIC LIFE, • TO CHEAT IS TO USE UNFAIR MEANS TO TRICK THE ASSESSMENT SYSTEM IN ORDER TO GET MARKS, GRADES, OR AWARDS; • TO COPYING FROM ANOTHER STUDENT'S TEST OR EXAMINATION PAPERS OR ASSIGNMENTS; KNOWINGLY ALLOWING ANOTHER STUDENT TO COPY FROM ONE'S TEST OR EXAMINATION PAPERS OR ASSIGNMENTS COMMUNICATING, VERBALLY OR IN WRITING, WITH ANOTHER STUDENT DURING A TEST OR EXAMINATION IN ORDER TO GET OR GIVE HELP COLLABORATING IN ANY FORM WITH ANOTHER STUDENT OR WITH NON-STUDENTS ON A TEST, EXAMINATION, OR ASSIGNMENT. 	1 ST TIME – ZERO (WITH U/F ENDORSEMENT) TO BE AWARDED IN THAT PARTICULAR SUBJECT + LETTER TO PARENTS 2 ND TIME – ZERO TO BE AWARDED IN THAT PARTICULAR SUBJECT + PARENTS WILL BE CALLED

<u>MISCONDUCT</u>	<u>CORRECTIVE MEASURES</u>
UNAUTHORIZED ABSENTEEISM	PECUNIARY PENALTY/ PARENTS WILL BE CALLED/ HOME STAY
WITHOUT TEXT BOOK/NOTEBOOK IMPROPER KIT BAD BEHAVIOUR	PARENTS WILL BE CALLED/ HOME STAY

FLOW CHART – CARD SYSTEM



SUBJECT CARDS CAN BE ISSUED BY THE SUBJECT TEACHER TO THE STUDENT WHO EITHER IS NOT PERFORMING WELL OR IS FOUND NOT POSITIVE IN THE CLASS. STUDENT WILL EVERY DAY GET THE SUBJECT CARD SIGNED BY THE COORDINATORS.

MOST IMPORTANT TO NOTE:

1. *The greatest art in remediation is to do without it:* Whenever possible, the object should be achieved by persuasion rather than punishment.
2. *The main object of remediation should be improvement and not retribution:* i.e., the punishment should be applied to change the individual's behavior and not out of vindictiveness or a desire to hurt.
3. *Remediation should be as per the deviation;* inadvertent errors should be treated differently from deliberate breaches of law.
4. *Remediation should not degrade the person punished:* The punishment should not disgrace. Ordinary errors of omission need only be punished by measures causing inconvenience. Punishments should cause remorse, not resentment.
5. Service to the community should not be used as a punishment since service beyond self must be held in respect.
6. *Remediation should always be recorded:* The student punished is likely to take the punishment more seriously if he knows that it is recorded. This also help in drawing patterns.

Responsibilities of the parents

Respect for teachers

- a) Parents must ensure that any discussion about/w.r.t. the teachers (be it at home or in school) is polite and respectful.
- b) At no point in time should the parents encourage/support their ward unreasonably even when the child expresses annoyance due to any reason.
- c) Any grievance against a teacher or any staff must be brought to the notice of the Principal personally or through written note but definitely not through the ward(s).

Stay Informed

- d) Attend PTMs regularly - Parents must attend parent-teacher meetings regularly in order to know the progress of their ward(s).
- e) Parents must check the almanac of their ward(s) everyday
- f) Parents must make note of the circulars issued from time to time either through the school website, school portal, almanac or through hard copies.
- g) Parents must stay informed about the progress of their ward.

Be a patient listener

The parents must allow their ward to communicate with them. They must listen to their ward patiently. This will help them to know their ward(s) better.

Be honest and truthful to your child

- a. The parent must be honest and speak the truth with their child.
- b. They must never make any excuse to them if they are unwilling or not able to handle a job.
- c. Parents must not lie to the school teacher to get any partial favours or in order to fulfill the undue demands of their ward(s) e.g. sending a note for sick leave when the leave is actually required to go out of station.
- d. Parents must not ask the child to lie to anyone for their own benefit.

Be firm

The parents must not :

- a. discipline their ward by crude/aggressive behaviour
- b. be unreasonably strict with their ward
- c. give in to the persistent demands of their crying/cranky children after having said no to some demand more than once.

Respect the individuality of the children

- a) The parents must respect the individuality and aptitude of their ward
- b) They must not impose on their ward the subjects/activities/career in order to make their dream come true.
- c) They must indulge in comparisons of the performance of their ward with their siblings.
- d) The parents must not speak high of the performance of their friend's/relative's/neighbours children in a way that insults/humiliates/belittles their ward.
- e) The parents must motivate their ward in whatever field he/she can excel.

Spend quality time with their ward

The parent must spend meaningful & quality time with their ward which is dedicated to them without any distractions.

Personal differences not to be discussed openly

- a. Personal differences with the spouse must not be discussed in front of the children.
- b. Parents must respect each other's decision without any open controversy.
- c. Rewards and punishment given to the ward must be with each other's consent.

Stay calm and use decent language

- a. Parents must stay calm under all circumstances.
- b. Parents must never use indecent/vulgar/disgraceful/obscene language for anyone as a matter of habit especially in the presence of their ward(s).
- c. Parents must reprimand their wards for using such language for anyone younger or elder.

Must not take action in their hands

- a. The parents must not take action against any other student/staff of the school on receiving any complaint.
- b. The parents are not allowed to board the school transport for settling scores with any one or for any kind of retaliation.
- c. All complaints/ grievances must be brought to the notice of the teacher/office without any fear of retaliation.

Share the responsibility with the school

- a. The parents must also ensure that the commuting arrangements made by them for their ward is safe and is as per the guidelines given by the governmental agencies.

Co-operate with the teachers/counselors

- a. The parents must reflect on the observation made by the teacher's w.r.t. to the academic performance.
- b. The parents must attend meetings arranged by the teacher/school counselor if/ whenever required.

Association with school activities

Parents must ensure that they attend all school programs and activities and do not make request for early leaving and/or excuse from any of the school event/programme.

Disclaimers:

- a. *Parents acknowledge that the school does not take any responsibility for any theft or loss of, or damage or destruction to any property of whatever nature (including clothing, sporting equipment, books, or any other personal possessions) brought on to the school premises by your Child.*
- b. *Unless Parents expressly notify school in writing to the contrary, Parents consent to Child participating, under proper supervision, both in and outside the school, in activities and games which entails some risk of physical injury, as well to Child travelling to and participating in school activities and programmes outside the school subject to the school taking reasonable care to avoid harm. Additionally, save for any gross negligence on the part of the school, its employees or agents, the school is not responsible for loss or damage resulting from such activities, games or programmes and Parents acquit/indemnify the school against any claims in that regard.*
- c. *The Principal may in his or her discretion require to suspend or expel your Child from the school, if his/her behavior, in the reasonable opinion of the Principal, is so unreasonable as to affect or likely affect the progress of your Child or another child (or other children) at the school or the well-being of the school staff or to bring the school into disrepute.*
- d. *The Principal may in his or her discretion require to suspend or expel your Child from the school, if he/she considers that your Child's attendance, progress or behaviour (including behaviour outside school) is seriously unsatisfactory and in the reasonable opinion of the Principal the Child's removal is in the school best interests or those of*

your Child, other children or the wider school community. In this case, you will be asked to remove your Child either immediately and without notice, or at a specified date that is shorter than full term, with or without notice in any form, as is reasonable under the circumstances. The school will not be required to give you a full term's written notice under these circumstances.

- e. *The Parent/s accepts that their Child will abide by the Code of Conduct and Policies of the School. They acknowledge that the discipline of the School is under the control of the Principal, who has the right to refuse to allow a Child to return to the School, or to demand his/her immediate withdrawal from the School, or to suspend, or to expel a Child for a serious breach of discipline as laid down in the School's Code of Conduct*

Student Parent Guide-book

Please read this Student Parent Guide-book carefully together with School Code of Conduct. Your signatures will indicate that you have reviewed and discussed the contents of the Guidebook together with School Code of Conduct and that you join with the school in its efforts to keep your ward safe, orderly and progressive.

If there is a conflict, the rules expressed in this School Code of Conduct shall take precedence.

Acknowledgement

We declare that we have read and understood the Policies (rules mentioned in the Student Parent Handbook together with School Code of Conduct) and agree to abide by the provisions thereof. We further accept that all Policies are subject to change from time to time and shall remain binding on us and our Child despite any such amendments. Copies of all Policies are available for perusal in the school office upon request. We undertake to comply with all the rules and regulations of the School and acknowledge that it is our responsibility to make ourself and, to the extent relevant, our Child familiar with the Policies. We acknowledge that we are responsible for our Child, whether on the property of the School or not, after the notified finishing times of any school activity/event/ function and that we will ensure that our Child obeys all school rules and Policies where they apply to the Child

Name of the Student: Class & Section:

Name of Father:

Signature of Father: Date:

Name of Mother:

Signature of Mother: Date: