



General Rules and Regulations

Student & Parent Handbook

The following rules apply to all students and families enrolled at this school. We ask that all parents and guardians read these guidelines carefully and ensure their children are familiar with our expectations. Adherence to these regulations supports a safe, respectful, and productive learning environment for everyone.

Attendance and Punctuality

- Students who arrive late or are absent must provide a written explanation or leave application signed by a parent or guardian upon their return.
- Persistent tardiness, frequent unexcused absences, or general disregard for school routines will be treated as a serious matter and addressed accordingly.
- Students using private transport must be dropped off no later than 9:25 AM on all working days.

Health and Medical Requirements

- Students who have contracted an infectious or communicable disease may only return to school once they have fully recovered and can present a valid medical certificate.
- If a student requires medication during school hours, a copy of the doctor's prescription must be provided to the school and sent with the student each day.
- Any medical condition, special need, or requirement for additional care must be disclosed to school management at the time of admission.

Conduct and Uniform

- Students are expected to maintain proper school uniform standards at all times.
 - Identity cards must be worn with the uniform on all school days.
 - Disobedience, misconduct, or violation of school policies will be dealt with firmly. In such matters, the decision of school management is final.
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School Transport

- Parents and guardians are required to drop off and collect their child at the designated school bus pick-up and drop-off points, in accordance with the prescribed morning and evening schedule.
- Any changes to the usual bus timetable due to unforeseen circumstances will be communicated to parents via SMS to the registered mobile number.
- If a person other than the parent or guardian is authorised to collect a student from school, they must use the school's designated password system to verify their identity.

Students with Additional Needs

- Parents must inform school management at the time of admission if their child has any behavioural, developmental, or learning needs, including hyperactivity or differently-abled conditions.
- Failure to disclose relevant information may result in the school exercising its right to transfer the student to a more appropriate institution better equipped to meet the child's specific needs.

For queries regarding these rules, please contact the school administration office.