

Information to Parents of Pre-primary, Primary and Secondary Students

Information to Parents of Pre-primary students

- Parents can meet the class teacher/Supervisor/Principal on all Saturdays at 10am.
- Complaints / legitimate grievances if any should be addressed to the principal
- Parents are requested to send only the required quantity of food to their child's need.
- Students should carry two napkins, a spoon and a water bottle duly labelled along with their lunch.
- Do not send your child to school if he or she is suffering from any infectious disease.
- Parents are expected to go through the Hand Book/Diary carefully and sign the Hand Book/ Diary daily.
- Child should be potty trained. Wetting or soiling in school can affect his /her attitude and confidence.
- It is compulsory to send a spare dress in the child's bag.
- All Pre-primary classes have full-time care takers, who assist the teacher with class room Management and other selected duties.
- Occasionally a child may bring home something that belongs to the classroom environment. Please do not regard this as stealing. Explain to the child that the object is needed at school and encourage them to return it the next day.

Information to Parents of Primary and Secondary Students

- Check your child's school diary every day. Teacher's remarks should be noted and signed.
- Enquire about your child's progress at least once in a month.
- Students should complete the home work regularly.
- Parents should encourage their children to take part in all extracurricular activities
- Parents should send their children in the specified school uniform and on time. Respective supervisor is the competent authority to check the uniform.
- Parents are equally responsible for the safe passage of the child to and from the school.

- Students are not allowed to wear or bring valuables like expensive watches, gold ornaments, cameras and cell phones.
- Use of foul language is forbidden inside the school campus. Any student found using such language will be sent home or kept under suspension.
- Permission should be sought at the office enquiry to meet a student or staff for a genuine reason.
- Parents should strictly avoid taking their children away from school during school hours for flimsy reasons.
- Please inform your Childs 'teacher and the front office if your child needs to leave early.
- Parents should encourage their children to be present on the reopening day of each term and participate in all school functions.
- A letter seeking permission from parent is necessary to avail leave.
- Disrespect to teachers, school authorities and school properties should be avoided.
- Parents are requested to maintain a separate file / diary for their wards for academic follow – up.
- Parents '/ Guardians 'are requested to respond to the calls from the school positively (if called).
- Parents' co-operation and involvement are mandatory for the discipline and academic progress of their wards.
- Parents are requested to return any object the child brings from the school that does not belong to him / her.
- Parents should seek permission at the office to meet a student or staff for a genuine reason.
- Students are allowed to converse only in English inside school campus except in language classes.
- Students are bound by the rules and regulations laid by the school.
- Boys should have close cut hair style. Girls should not have streaked hair and fancy hairstyles. Hair should be plaited. Girls are not to sport painted nails or mehendi.
- Students cannot organize parties or go picnics or any outing on their own. Any such activity will result in the immediate rustication of the students involved.
- Students are not permitted to use two wheeler motor vehicles.