

intervals. The school authorities are at full discretion to suspend/terminate the child from the school on disciplinary or academic grounds. Possession of cash/valuables, jewelry, mobile phones or any other electronic item is strictly prohibited. In case the child is caught keeping any prohibited articles, it shall be confiscated and given for charity. Parents are requested not to oblige any staff member, teaching or non-teaching by giving gifts in cash or kind. Punctuality in reporting the child in time to school after vacation must be strictly adhered to, failing which a fine of Rs 500/- per day shall be levied.

The school has a well-equipped library, so no books except books on general awareness and course books are permitted. Wholesome, nourishing veg and non-veg food is provided, hence parents are requested not to give extra tiffin to their children. Request for additional help for any subject must be given in writing to the Academic Coordinator of the school. Phone calls to students are allowed only on Sundays or holidays. No child shall be permitted to meet visitors during school hours/ working days unless prior permission of the principal has been taken.

Health Tips

All students must submit a certificate of fitness awarded by a consultant physician, which should include important laboratory investigations, the report being awarded by a qualified D.C.P or M.D.(Pathology).

The Medical Certificate should confirm that the child has not been in contact with any contagious disease within three weeks prior to joining school. All students must also get a clearance certificate from a dentist (B.D.S or M.D.S.) and if the ward has dental problems, the same must be corrected before the student reports back.

Students must get a thorough optical check up done by an Ophthalmologist and if spectacles are prescribed, the same may be obtained before the ward is admitted to the school. The parents may ensure that the ward is vaccinated as per schedule recommended by WHO. If for any reason, the ward is not vaccinated for the same, the fact must be brought to the notice of the school authorities, so

that arrangement may be made for the vaccination without delay. Primary vaccinations and status of Boosters must also be intimated.

Parents will be required to withdraw a child who is a bed wetter. Students who are under any prolonged line of treatment, must bring along a detailed summary and prescription by the treating doctor, enabling the school doctor to take charge of the same. No medicines or tonics may be handed over to the students directly, as it may pose a hazard to others.

The parents/guardians are hereby understood to have agreed not to have any objection to their child/ward being offered emergency help of surgery- as may be advised by the concerned doctor. Medicines, medical certificates, reports, prescription, are to be handed over to the Matron or sister-in-charge of the dispensary. The children are weighed regularly, and the diet is constantly reviewed, inspected and revised.

Fee Regulations

Fees for the first year is payable in advance and from the second year may be paid in two installments. Statement of Dues is issued towards the end of September and March and is to be honoured within 15 days of receipt of bills, failing which late fee is levied. Recurring expenses borne by the child on items not covered in the Fee Schedule attached, will be an additional cost to the students.

Fees are charged from the 1st April whether the students join on the date or not. Fees are payable for the entire year irrespective of the fact that a student stayed or studied in the school/ school hostel for a part of the session. Please counsel and prepare your ward before making him/her join the hostel so that he/she is not tenuous in his/her adjustment in the hostel.

As the availability of the seats is limited, the school shall not refund the fees in case of any withdrawal in mid-session. Late comers shall be fined an amount of Rs 500/- per day. Students will not be allowed to return to school after the vacations, unless the accounts for previous school term have been settled in full. No reduction is allowed for broken periods. All dues must be cleared before the child leaves the school. The school reserves the right to initiate legal action to recover outstanding dues, from parents who withdraw their child from school without clearing