

## RULES & REGULATIONS

1. Punctuality is a value at St. Xavier's Eng. Med. School. All are to be punctual for the school activities and class. Students of Class VI to XII must be in the School premises by 07:15 a.m, Classes LKG and UKG by 8:00 a.m and classes I to V by 8:30 a.m.
2. At the sign of the first bell or music all the students must assemble in front of the School building.
3. Because of high standard of English required for the Central Board of Secondary Education, English will be spoken at all times on the School ground as further opportunity of practice. Students who are consistently breaking this rule, are liable to dismissal.
4. **Private tuition is prohibited. Tutorial classes are conducted in the school for weaker students. Those who are found taking private tuition are liable to be dismissed.**
5. Noble behaviour and respect towards all, are characteristics of St. Xavier's students. On their way to and from school, all are expected to behave in decent manner. All must be tidy in dress and nobody should enter the school unless he/she wears the school uniform.
6. Shouting, whistling and running around are not allowed in the School building. It is strictly prohibited to throw anything at one another.
7. The School is yours. Look after it. Scratching or spoiling desks, writing with chalk or pencils on the walls, or in anyway damaging what belongs to others, is highly reprehensible behaviour.
8. Books other than text books, comics, magazines and newspapers are not allowed in the school.
9. Money should not be lent or borrowed or articles be given in exchange. The School is not responsible for things lost. It is not advisable to bring vaiuable articles to School.
10. Students are expected to join in various games and tournaments organized at the school level but they must be regular in attending once they have given their names.

11. Great care is taken to form the character of the pupils, to inspire them with love of religion and morality, to help them to become agents of needed social change in the country; to train them to be gentlemen and refined women and to acquire habits of cleanliness and order, to prepare them to be good and loyal citizens of India.
12. Students are requested not to enter the premises of the school with explosives like crackers, bombs, match boxes, lighters and sharp weapons. If any student is found with the above he/she will be dismissed from the school immediately without any prior information or notice.
13. Reports on general progress are given at the end of each term.
14. Pupils whose conduct is injurious to the moral tone of the school or incompatible with strict discipline are liable to be dismissed. In particular stealing and cheating will be dealt very sternly.
15. **Mobiles are banned at all times, Mobiles will be confiscated and will not be returned and a fine of Rs. 1000/- imposed.**
16. **The LANGUAGE of the school is ENGLISH. All are to converse in English at all times. Fine for not speaking in English is Rs 500/and repeated violators will be dismissed.**
17. Students must prepare their daily lessons and tasks at home, spend two hours and a half at home study before class and two hours after class. Parents and guardians are requested to enforce the adherence to this rule at home. Let them also insist on punctuality in their daily class.
18. Parents should inform the authorities if their child is suffering from any physical ailment, which makes it essential for the authorities to be aware of.
19. Students should not leave the School premises during class hours without the permission of the Principal/Vice-Principal.
20. Parents should not visit the class teacher or any other teacher without the permission of the principal.
21. **All school fees must be paid between 1<sup>st</sup> to 15<sup>th</sup> of every month if paid on monthly basis else quarterly as indicated in the School Diary. A fine will be imposed for delay in paying. A student may be sent home without any prior notice for irregular payments of fees.**

22. Students are not allowed to use Kajal, Bindi, Nail Polish and Mehendi etc. in school.
23. Hair must be neatly combed and tied on either side into two neat plaits using black hair band; if short it must be neatly combed and held back with a black hair band. Students must maintain neatness and cleanliness in their dress and work and keep their nails trimmed

*I do hereby declare that I have gone through the above mentioned "Rules & Regulations" and would abide by the same*

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*Signature of Parents/ Guardian*