



LIBRARY RULES

- Only one library book at a time will be issued to the students for 7 days. Books must be returned on or before the due date, failing which a penalty of Rs. 5.00 per day will be imposed.
- In case of damage or lost fine is just double to the cost of book.
- Reference books, periodicals, magazines and journals will not be issued from the library.
- Students are not allowed to bring their personal books in the library.
- The book will be issued and returned only during the library period.
- When a library period is going on, students from other classes should not enter the library.
- Teachers can also borrow two books at a time from the library as per their need.
- No teachers or staff members should be allowed to do their personal work in the library.
- In substitution, arrangement classes, the students may sit in the library with their teacher.
- Issue of books may at any time be suspended by the order of Principal/authority governing the school.
- Strict silence shall be observed in the library.

PLEASE FOLLOW THE RULES AND REGULATION OF THE LIBRARY.

Principal

SCHOLAR RULE

In order to enhance healthy competition, honour the efforts of the students and distinguish the extra ordinary performers, the school management has decided to implement a new system as follows :

1. The students who rank 1st, 2nd and 3rd from each class would be honoured with a special badge and a tie which have to be worn throughout the year, along with the scholarship amount.
2. If a scholar manages to maintain the same rank or an upgraded rank for three consecutive years he/she will be honoured with a special blazer of red color along with the badge. That blazer is to be worn by him / her throughout the winter session.



RULES & REGULATIONS

Rules & Regulations to be followed by Sr. Secondary Students:- **FOR SR. SECONDARY STUDENTS**

1. 80% attendance is compulsory to fill up the Board Examination Form.
2. A fine of Rs. 50 per day will be charged for any leave without a valid reason.
OR
A medical certificate with wrappers of medicine to be produced for seeking leave, prior written application should be submitted to the Class Teacher.
3. In leisure periods, all girls are supposed to be in the library and study.
4. If assigned Homework is undone, the concerned student will stand at the back of the class for four periods as punishment.
5. All students should be in proper school uniform with sober and decent haircut. Girls - with pleated hairs, no coloring of hair and no ornaments are allowed. Proper dress code must be followed. Blazers are compulsory in winter.
6. Students violating the discipline in the classroom will be punished/fined by the Class Teacher/The Administrator/Vice-Principal with issue of -
 - a. Yellow Card and suspension for seven days (First Warning)
 - b. If repeated subject to imposition of Green Card and suspension for seven days (Second Warning)
 - c. Final punishment Card, Pink Card, meant for termination from school in case of extreme indiscipline / disobedience without any excuse.
7. Presence in all Monday Tests is compulsory.
* Absence will be liable to suspension for 3 days.
* Liable for punishment, if marks obtained is less than 60%. Punishment would be as follows :
 - (a) Offenders will be debarred from their classes and they would sit in one corner of the school library and would be asked to solve thrice the same papers within the covered syllabus in subject concerned.
 - (b) The concerned student would be required to give a written undertaking giving the reason for absence. This undertaking should be signed by the parents. The parents would be called to school for discussion on the matter with the Principal or the overall Academic Incharge- Sr. Section.
8. Students found guilty for destroying Classroom property will be liable for punishment and fine by the Class Teacher.
9. Passing in Pre-Board Examination is compulsory for XII students, else they will not be allowed to fill-up the Board Examination Form/admit card would not be issued.
10. Only Classmate note-books will be used. Sizes are as follow :
Physics / Chemistry / Mathematics - (29.7 X 21, pages - 228)
English / Physical Edu./ Comp. Sc. - (29.7 X 21, pages -148)
Assignment Copy :
Physics / Chemistry / Mathematics - (29.7 X 21, pages - 228)
English / Physical Edu./ Comp. Sc. - (29.7 X 21, pages -148)
Weekly Test Copy : All Subjects - (24 X 18, pages - 108)
Lab Manual : Physics / Chemistry / Biology - As prescribed only by the school.
Use of Apron is compulsory in Chemistry Lab.
11. Keeping or using cell phones is strictly prohibited in the school campus. If found will be seized and liable to imposition of fine with punishment card.
12. Attending Parent Teacher Meeting is mandatory for all parents.
13. It is compulsory for all students to attend the special classes organised by the school, disobeying will result in imposition of fine or suspension.
14. Any sort of indiscipline shown by the bus availers will be subject to suspension or strict disciplinary action.
15. Use of bike is not at all allowed.