

**GURU HARKRISHAN PUBLIC SCHOOL
KAROL BAGH, NEW DELHI
(FOR CLASSES VI - XII)**

25/03/2023

Circular No. GHPS/KB/029

RULES & REGULATIONS

Dear Parent,

Greetings

Every day brings new possibilities, opportunity and challenges. Our primary goal at **GURU HARKRISHAN PUBLIC SCHOOL, KAROL BAGH**, is to capitalize on these opportunities and challenges. As the school begins the new academic year 2023-24, I would like to congratulate you on your ward's promotion to next academic grade and wish him/her success in the future. It gives me great pleasure to share the efforts of my team members in the overall development and physical growth of every child in the school. Following the scaffolding process in the field of education, the entire faculty of the school is ready and eager to take a positive step towards the progressive direction for student learning. The school uses cutting-edge teaching technologies and creates an environment conducive to our children's mental, moral and cognitive development.

As our stakeholders, we wish your assistance for the advancement of students. For the reason, the following rules have been made mandatory and must be followed:-

1. Regularity and punctuality are the essential qualities of the students to achieve their full educational potential. Therefore, make sure that your ward reaches school on or before 7.40 am in proper school uniform. **Students arriving after 7.45 am will not be allowed to enter school and** no request to that effect will be entertained. Apart from being punctual, the students must maintain regularity in attendance. As per C.B.S.E guidelines, maintaining 75% attendance is mandatory. We need a proactive involvement of parents to check that your ward is regular in coming to school.
2. Periodic Assessment/Other Internal Examinations must be taken seriously. Students must not miss the test. In case of any unavoidable circumstances permission must be sought by the parent from the school authority in advance. Absence of your ward in any of the exam will be considered as willful absence and no retest will be allowed. **In case of illness, medical documents along with the application should be submitted strictly within 3 days of joining.**
3. It has been observed that on the day of Unit Test, many parents are in the habit of taking back their children after the Unit Test. Hence, **it has been decided that Unit Test can be taken any time on the scheduled day between school hours.**
4. It is mandatory for the Sikh boys and girls to maintain "Sikhi Swaroop" and Non Sikh boys should get regular hair cut and shaving done. **Students will not be allowed to enter the school with trendy/fashionable haircut. Only conventional haircut is allowed.**

5. Cell phones, video games, expensive watches/jewellery etc. are not allowed in the school. The same will be confiscated if anyone found in possession of such items. The items will not be returned to the students. In addition to this, financial penalty upto Rs. 2000/- may be imposed depending upon the situation.
6. Indiscipline will be strictly dealt with and no student should be found loitering in the school corridors without a valid reason and outpass.
7. The students are expected to maintain their dignity and should not indulge themselves in physical fights or use abusive language. Such indulgence will lead to immediate expulsion and othe disciplinary action. Don't be impulsive in pleading your ward's case if disciplinary action is taken against him/her. Try to know the reason by first talking to your child and then talking to the school authorities.
8. Please don't allow your ward to come to school by self driven vehicles. The Traffic Police has already informed the public at large about this. These vehicles will be impounded by the school authorities and will be handed over to the Traffic Police. Fine upto Rs. 2,000/- will also be charged.
9. It has been observed the students share objectionable languages and videos via whatsapp and other social media sources which can aggravate situations. Kindly make sure that your ward does not engage in such situations.
10. Posting of derogatory remarks and obscene pictures on social media will invite severe disciplinary action (suspension/rustication) from school.
11. Encourage your child to read newspaper and speak in English with teachers.
12. (a) The school fees must be paid by 10th of every month else as per Rule No. 5 of the fee booklet, the name of your ward will be struck off the next month. Fine will be applicable to the cases paying late fees.
(b) Name of the ward will be struck off due to non-payment of fee by last date of month and he/she will not be allowed to attend the class till realization of fees.
(c) Re-admission will be the sole discretion of the School Management with re-admission charges as mentioned in the fee-booklet. Re-admisison charges will not be exempted under any circumstances.
(d) No request from parent will be considered for Fee Concession till fee concession policy 2023-24 is finalized.
(e) You are requested to pay fees by cheque or by using online mode.

Kindly fill the acknowledgement slip and return to the class teacher through your ward.

Jasvinder Kaur
Principal

Note: - For any query you may contact at the school reception (01128758846) or the Class Teacher at her mobile number

ACKNOWLEDGEMENT – Rules & Regulations/Circular No. GHPS/KB/029 dated 25.03.2023

I _____ parent of _____ have read point 1 to 12 and undertake that my ward will obey the rules & regulation lay by the school. In case he/she fails to do so, I will abide by the decision of the school in all respects.

Signature of Mother _____ Mobile No. _____

Signature of Father _____ Mobile No. _____

