

RULES & REGULATIONS OF SCHOOL

1. Admission and withdrawal

- a. The student will be eligible for admission if he/she has completed the required age as per Govt. Guidelines.
- b. Student may be admitted to the School only with a valid Leaving Certificate from the last School attended.
- c. A student coming from other state/country must produce the S.L.C. from the last school attended by him/her duly countersigned by the Educational authority of the state/country (Inspector of Edu./Director of Edu.).
The school will not be responsible of countersigning process.
- d. The documents required for admission to be submitted with this form :
 - (i) Birth certificate copy of student.
 - (ii) Aadhar card copy of student.
 - (iii) Aadhar card copy of Parents/Guardian.
 - (iv) 4 Passport size photographs of Student.
 - (v) 2 Passport size photographs of Parents/Guardian.
 - (vi) Caste Certificate of student/parent.
 - (vii) Last six months' bank statement of Parent/Guardian.
 - (viii) Ration card copy of Parent.
 - (ix) Bank details of Student.
 - (x) Income Certificate copy of parent.
- e. In case of withdrawal from school, Leaving certificate will be only issued after submission of application form by the Parent/guardian after clearance of all pending dues up to the date of application.

2. Leave and Absenteeism

- a. No student will be permitted to remain absent from school without permission of the Principal & Class Teacher. However, in case of illness/unavoidable circumstances an application duly signed by the parent / Guardian along with necessary documents must be produced immediately after reporting back to school.
- b. Any Change in residence/office address should be informed to the school office immediately.
- c. Irregular attendance, insubordination to teachers or Principal, any kind of misbehavior in or outside the school is not expected from a student & he/she may be given in disciplinary notices. In Case of repeated misconduct, the student may be suspended/terminated from the school.
- d. Any property damage done in or about the premises will be compensated by the parent/guardian of the student/s responsible for it.
- e. The parents are not allowed to meet teachers during regular school hours. In case of urgency, please contact school office & seek an appointment of the Principal / Teacher.
- f. All students must wear proper tidy school uniform.

3. School Fees

- a. The school fee must be paid on or before the due dates. A Penalty of Rs. 100 will be imposed by the bank.
- b. The school Fee does not include miscellaneous expenses like uniform, Books, Stationary, Extra Materials, identity Card, School Diary, Tours etc.
- c. In case of bouncing of cheque (for whichever reasons), the bank charges will be paid by the parents.
- d. The school Fee does not include Registration fee, Admission Fee & Mobile app Fee (Non Refundable), Caution Money (Refundable).

I solemnly declare that the information given above is true.

I have read all the rules and regulations of the school and Adhered to abide by them.

All Disputes subject to Bharuch Jurisdiction Only.

Date :

Place :

Signature (Parent/Guardian)