

## **ADMISSION NORMS**

- **1.** No student is allowed to take more than 3 leaves in a month (Except Serious Health issues supported by required documents).
- **2.** Before taking any leave, an application must be sanctioned by the class teacher.
- **3.** Using of abusive/ Village/ Rough language is strictly prohibited in the premises. If found indulged, strict action will be taken against.
- **4.** In case of any problem/issue, only parents/ local guardian are permitted to interact with school authorities in office hours.
- **5.** In any case, outsider will not be allowed to enter I the school premises.
- **6.** Parents are strictly not allowed to directly move in any academic area or interact with any staff member without permission.
- 7. Frequent visits to school will not be tolerated at all.
- **8.** Parents can meet the class teacher/ teachers in the scheduled PTMs, in any case of emergency, prior appointment must be taken.
- **9.** In case of any loss/ damage of school property, responsible student will be fully liable to bear the compensation.
- **10.** Misbehavior with any of the staff member regarding any issue will not at all be tolerated, if happens strict action will be taken against which may lead to expulsion of the ward from the school.
- 11. Fees must be paid quarterly as per the fee rules otherwise parent must agree to pay to imposed fine.
- 12. Fees once paid neither adjustable nor be refunded in any case.
- **13.** If any of the existing student found indulged in any mischievous act, the principal/headmistress is having full rights to cancel the admission of the student at the same time.
- **14.** Admission will be cancelled if academic performance, behavior, regularity will be found unsatisfactory.