

RULES AND REGULATIONS

1. ADMISSIONS AND WITHDRAWALS :

- At the time of admission the following documents must be produced.
 - i) Transfer Certificate countersigned by the competent authority.
 - ii) Mark Record.
 - iii) Birth Certificate (Pre KG and LKG)
- A candidate who seeks admission has to submit the application form properly filled in
- Admissions are made on the basis of merit after conducting entrance test and interview
- The school authorities shall have the right to refuse admission without assigning reasons.

2. TRANSFER CERTIFICATE :

- Application for Transfer Certificate (TC) should be made in writing by the Parents / Guardian. Transfer Certificate shall not be issued unless all outstanding dues to the school are paid.
- Transfer Certificate will be issued only to the Parents / Guardian.
- In case when the parent gets transferred, issue of TC will be favorably considered, provided a copy of the transfer order is submitted.

3. AGE REGULATIONS :

For admission to standard I a child should have completed 5 years on the 31st of July of the School year in which admission is sought.

4. UNIFORMS :

The school uniform is compulsory on all school days except Fridays. The pupils are requested to come to school neat and tidy.

Boys :

LKG to II std : Pink Shirt,
 Blue checked shorts
 Black tie & belt, black shoes and socks

III std to XII std : Pink Shirt,
Blue Checked Pants,
Black tie and belt, black shoes and socks

Girls :

LKG to III std : Pink Shirt,
Blue checked pinoforms,
Black shoes and socks

IV std to XII std : Pink Tops, Black Bottom
Blue Checked overcoat
Black shoes and socks

Sports Uniforms : (On Wednesdays - House wise Uniforms)

KG to III std	-	Black track suit and pink T.Shirt
SAFA (Yellow House)	-	Girls : Black track Suit and yellow T.Shirt
MARWA (Green House)	-	Girls : Black track Suit and Green T.Shirt
UHAD (Blue House)	-	Boys : Black track Suit and Blue T.Shirt
JUDI (Red House)	-	Boys : Black track Suit and Red T.Shirt

5. ATTENDANCE :

- Parents should see that their wards do not absent themselves from school except under unavoidable circumstances.
- Leave is not granted unless a requisition is submitted by the parents in the Leave Application Letter (LAL)
- No half-a-days leave or permission to go home during school hours will be granted except in case of an emergency at the discretion of the Principal.
- Students absent from school for more than three days have to submit an explanatory letter to the Principal written by the parents / guardian.
- Leave on medical ground should be supported by a proper medical certificate.
- Irregular attendance and prolonged absence will lead to removal of name from the rolls.

6. EXAMINATIONS & PROMOTIONS :

- Monthly Test will be conducted at the end of every month.
- Open House will be conducted after every terminal exams.
- Those who secure 35% in every subject are eligible to secure a rank.

- Progress cards will be issued except that of the final after each examination.
- Pupils are promoted on the basis of the whole year performance. Importance is given to attendance and regularity in work. The final examination is meant to confirm the result of the year's work.
- The result declared at the end of the year are final in all classes and will not be reconsidered under any circumstance.
- A student who fails twice in the same class will not be allowed to continue his studies in the school.
- The school will not hold any special test or examination or practical for absentees. They have to forgo their ranks and average.

7. LABARATORY :

- We have well-equipped Biology Physics and Chemistry Lab computer.

8. SCHOLARSHIP :

- *Details required for applying Minority Scholarship (Only for BC Muslims / Christians)*

1. *Aadhar ID (Xerox)*
2. *Community Certificate (Xerox)*
3. *Nativity Certificate (Xerox)*
4. *Income certificate (Xerox)*
5. *Photo copies - 2*
6. *Previous year Mark statement (Xerox)*
7. *Pass Book (Xerox)*

9. PARENT - TEACHER ASSOCIATION :

- The parent teacher association is strong and active providing all possible support for the academic and physical development of the school.
- Every Thursday - Mother's wings is conducted in our school.

10. VALUE EDUCATION :

- With a view to inculcate religious, moral, spritual values to the students of Pearl, Bayan class for Muslim students and moral value classes for other students are conducted.

11. HOUSE ORGANISATION :

- We have organised four houses in our school “SAFA”, “MARWA”, “UHAD” and “JUDI” Each house has its own motto and an identity to express themselves.

12. Co-SCHOLASTIC ACTIVITY :

- We practise our students to be SCOUT guides and the members of JUNIOR RED CROSS (JRC), YOGA, KARATE & ABACUS.

13. GENERAL :

- Pupils are responsible for the safe of their own belongings.
- Writing or scribbling on the walls or fumitory and damage to any school property are forbidden. The class will be penalized collectively if the students are responsible for the mischievous act is not identified.
- Change of address of the pupils any, should be intimated to the school office immediately.
- Pupils are expected to take part in all the co-curricular activities of the school. No one will be exempted except for legitimate reasons which should be approved by the Principal.
- Parents are requested to make all remittances directly at the office counter. The school cannot assume any responsibility for the loss of cash if handed over to any employee.
- Parents are requested to respond to the invitation from the school for all public functions.