



RULES & REGULATIONS

1. All students must speak English in the school.
2. Every student should carry the school diary with him/her everyday.
3. The warning bell before class is a signal for all to go to their respective class rooms. This should be done in silence.
4. The attendance is taken at the beginning of the two sessions.
5. No child is permitted to leave the school premises without the permission granted by the Principal only at the specific written requests of the parents.
6. Students are expected to show gentleness and courtesy to their companions.
7. Students should be habitually clean and neatly dressed. The school uniform is to be worn on all school days. A student who is slovenly dressed may not be permitted in the class room or may even be sent home.
8. No books (other than text library books) magazines may be brought to school without the Principal's permission.
9. The Principal has the right to confiscate from the pupils books, newspaper, periodicals, cell phones, pagers, radio phones, Cd's cassettes, cosmetic and any other items which may be considered objectionable.
10. Money should not be lent or borrowed, no articles should be exchanged among the students.
11. All pupil must read a minimum of five books in English every year.
12. Proper care should be taken of the school property and no pupil should scratch or spoil desks or chairs or damage any school furniture, write or draw anything on the wall or in any way damage things belonging to others. Damage done even by accident should be reported at once to the class teacher or to the Principal. Any damage done will be made good by the one who has done it. Anyone who sees something damaged should report the matter to the Principal even if he/she does not know who has it. No pupil should bring razor blades or any sharp instruments to the school.
13. All letters and correspondence addressed to students are subject to scrutiny by the Principal.





14. The school is not responsible for articles or money lost. Students should not bring valuable (like expensive watches, fountain pens etc.) to the school. No student is permitted to wear jewellery of any kind in the school campus. Pupils below class V should not wear wrist watches in the school.
15. Running, playing shouting and whistling inside the school building is not permitted.
16. The name of the class and section of the pupil should be clearly marked on all their belongings.
17. The students should always behave in a refined manner wherever they go, they should always remember that the school is judged by their conduct. They should always greet their teachers, elders and friends in a pleasant and audible tone of voice.
18. No Vehicle should be driven in the school campus, while entering or leaving the school gate one must walk instead of riding.
19. Students who come to school escorted by guardians should never leave before their guardians.
20. All applications for certificates must be made in writing. These certificates will only be issued three days after the receipt of the application.
21. Students will not receive private tuition from school teachers without the permission of the Principal.
22. Enrolment in M.G. Convent School implies on the part of pupil and parents, willingness to comply with the rules and regulations of the school.
23. The Principal has the right to suspend or require the withdrawal of any pupil without having to state any reason provided that she is satisfied that such a step is necessary in the interest of the school.
24. "All lasting education first begins at home." Parents are requested to check the diaries of the children everyday and ensure that instructions are being followed by their children properly. They must also spare enough time to assist their children in studies.
25. Students who are using school transport have to pay whole year fee. If they change the bus or stop coming by bus they have to inform the school in written.

