



### School Rules and Regulations

- All students must be present for the morning assembly.
- All students must wear uniform prescribed by the school.
- Uniforms must be clean and well pressed. The correct ankle length school socks must be worn.
- Boys must keep short hair which must be well combed or brushed. Girls, who keep long hair must tie it up neatly, or if hair is short, a hair band must be worn. Hair should not be coloured.
- Girls are not permitted to apply nail polish or mehndi during the school session.
- Nails to be trimmed once a week.
- All conversation must be carried out in English only.
- The students of Endeavour Global School should address all members of the staff with due respect and politeness. They must show gentleness and courtesy to their companions. Refined manners, uprightness and self-restraint should be the hallmark of every student of the school.
- No student may leave the school premises during school hours without the prior permission of the Headmistress and the required gate pass, which is to be collected from the school security office.
- Students must wear their identity cards at all times. Each student should have two identity cards with his/her photograph. One has to be worn by the student daily. The other is to be brought by those who come to pick up the student from the school or bus stop.
- No cell-phones, magazines, expensive items shall be brought into the school or circulated among the students. If a student is found in possession of a cell phone during school hours, it will be confiscated and the Management will not entertain any pleas for its return. This is necessary to safeguard the value system of the school. The school will not be held responsible for the safe custody of any such item. Personal property e.g. books, cardigans, bags, shoes, etc. should bear the name of the owner.
- Parents are requested to see that their children attend school regularly and should ensure that those who come to take the children home are present at the hour of dismissal. No parent / escort will be allowed into the school premises or be permitted to take the child home without producing the escort card. The observance of these regulations is of vital importance for the safety of the students and for the school discipline.
- No collection of money is allowed without the Headmistress' sanction. Students are not allowed to give personal gifts to members of the staff. Students are advised to give only inexpensive sweets to their school friends on their birthdays.
- Parents are requested not to visit their wards in the classrooms without the permission of the Headmistress. The parents are encouraged to communicate with the teachers through the school diary on a regular basis to monitor the performance of their ward. Requests for meeting teachers on school days other than PTM days will not normally be entertained. If needed, prior approval of the Headmistress must be obtained.
- Appointments with dentists / doctors or others should, as far as possible, be avoided during school hours. Such requests for early leave will not normally be entertained.
- Care must be taken of the school property and no student should scratch or spoil the desks or charts or damage any furniture, walls or belongings of others. Damage done should be reported at once to the class teacher or the Headmistress. Any damage done will have to be made good by the parents of the student(s) concerned.



## SCHOOL

- No chewing of gum is permitted in the campus.
- No one is permitted to throw litter anywhere else except in the waste bins.
- There will be no bullying of peers or juniors. This is a serious offence and will be dealt with in like manner.
- Private tuitions for students by members of the school staff is not allowed.
- Students who come to the school on their own should arrive at the school ten minutes before the bell rings.
- Students are not permitted to buy eatables from vendors outside the school premises.
- If a student fails twice consequently he / she will not be permitted to continue his / her studies in the school.
- The school reserves the right to suspend / expel students whose conduct is harmful to other students or to the school.
- Notice of withdrawal of a student must be given in writing one calendar month in advance or a month's fee paid in lieu of notice.
- No leave of absence will be given without a written application from the parents.
- No transfer certificate will be issued until all school dues are paid in full.