

NEW TEHRI INTERNATIONAL SCHOOL, PAINULA
TEHRI GARHWAL-249001
(CBSE Affiliation No. 3530230)

(School Rules & Regulations)

GENERAL GUIDELINES

- Parents should carry out their responsibilities as guardian in inculcating in their children, respect and strict obedience for all school rules and regulations.
- Students should always wear their School ID card.
- Parents are requested to go through their wards school diary regularly and acknowledge by signing the teacher's remarks and any homework given.
- PTM should be compulsory attend to discuss the performance and progress of the child.
- Parents must check that the child carries books according to time table.
- Children should do their home work by themselves, unless they require some guidance.
- Encourage your ward to read good books or play games, instead of watching TV and mobile.
- Parents are requested to drop their wards at the school gate only and not to enter the school premises. When the school gets over, Parents may collect their wards from the school gate.
- Parents are requested to send their ward in neat and clean uniform. Students should not wear faded, over-sized or small-sized uniform.
- Students are not allowed to wear gold ornaments like rings chains, bangles, anklets, etc. School management is not responsible in case of loss/theft of any expensive item.
- Encourage your ward to take a balanced interest in studies, co-curricular activities and sports.
- Criticism of a teacher of the school in presence of a child must be scrupulously avoided as it causes students to lose respect for their teacher with the consequent failure to learn from them, thus retarding the child's progress.
- Refrain from giving regular pocket money to your ward. Encourage healthy breakfast and give home cooked food in your wards Tiffin and regulate their sleeping hours to at least 8 hours a day.
- Parents should see the regular updates or message, sent in class groups of your ward/wards by the school.
- Parents, who misbehave with any teaching or non teaching staff, will cost their ward's suspension

OFFICE HOURS

- Parents are not permitted to meet teachers during school hours. In special cases, parents may be allowed to meet the teacher with prior permission from the Principal/ coordinator.
- Parents are welcome to meet the Principal, Vice Principal or the Block In-Charge regarding any queries, problem or suggestions. Parents can meet the management during the visiting hours or can take a prior appointment.
- Parents are requested to inform the school if there is any change in address/ phone numbers.

FEES/ADMISSION

- School fees must be paid on time. Students will not be permitted to attend school if payment is delayed beyond **two months** from the due date.
- Board students are required to clear all the dues till March before getting their admit card including 11 months.
- Parents must pay school transport fees for 11 months. Once the transportation facility is availed, it cannot be canceled later during the academic session.
- Student's details written in the school admission form will be considered final and will not be changed in any circumstances.

ATTENDANCE

- Parents should see the attendance of their ward from the attendance being sent in class groups.
- **75% attendance** is compulsory for promotion to the next higher class. Students absent for **more than three consecutive days** must submit a medical certificate upon return. **A fine will be imposed on students who are absent without a prior leave application from their parents.**
- The School programs are given utmost importance in CBSE. Please encourage your children to participate in the events like Annual Day, Sports Day and other celebrations which are held at New Tehri International School-Painula, Tehri Garhwal.
- Without the permission of the principal or Teacher in-charge and a gate-pass, no student shall leave the school premises during the school hours.
- All the students must attend the general assembly in the morning. Students should be present in the school. Before the first bell rings. Students arriving habitually late will be sent home.

RULES FOR GADGETS/VEHICLES

- Cameras, Mobile phones, electronic gadgets, magazines, tattoos, pictures, sharp instruments, blades, etc. are not allowed inside the school premises, failing to which will lead to confiscate of those things. **Mobile phones, smart watches, and other electronic gadgets will be returned only after one week, and that too only to the parents with a fine and written apology from the student.**
- In case of emergency or participation in school activities electronic gadgets will be allowed, with prior written permission must be taken and submitted to the office authorities along with gadgets in advance.
- Students can bring personal vehicles to school only during exams with a signed application from parents at least one week prior, along with a photocopy of the driving license/learners licence attached with the application. Without prior approval, vehicles will be seized, and keys will be handed over only to parents with a fine. Vehicles will only be allowed in case of emergency. **Management has full authority to reject the application.**
- Students should follow the rules and regulations of the school. If found deviating, they will have to face the consequences either by suspension or termination.
- In all the matters, the decision of the Management committee /principal will be final

EXAMINATION

- All the exams conducted by the school (Class test/Unit test/ Formative Assessment/ Summative. Assessment/ Pre boards) are compulsory for each student. Absence for the tests or exams will be viewed seriously, especially board classes. **In case of leave during an examination, no re-exam will be conducted under any circumstances.**
- School management has a right to refrain the student from giving exams/attending school in case of unclear dues

FINES

- Students will also be fined if absent during national days and other important school events.
- A fine will be imposed if a student damages school property. No damage should be done to the school property in any form. The student should not spoil, scratch on the desks or chairs or damage any school furniture. Negligent students will be charged for the damage to school property or school mate's property.
- Books should be returned promptly by the students within 10 days. Students should handle the books with care, damaged and late returning will be charged.
- Breakage fees for the equipment or glassware broken due to misuse will be charged by the management to the student(s) responsible for the broken items(s) at the replacement costs.
- Fine will be imposed for damage/loss to sports equipments.