



Dear Parent,

Namaskar!

To make our students disciplined, well behaved, we need your co-operation. A Discipline Committee headed by the Principal of the school cited some rules and regulations for the students. So, you are requested to kindly co-operate with the school to enhance your child's performance in every endeavour.

- The School Principal along with the members of the Discipline Committee of the school shall have all powers to take decisions of suspension/ removal of any student if he / she violates any school code of conduct, misbehaves with the teacher, uses abusive language, passes derogatory remarks against staff members / teachers / violates the modesty of female student of the school / transmits in any form or media, internet, pamphlets, SMS or indulges in any type of anti - social activities, violence or fights with classmates in and outside school premises.
- School gates will be closed after 5 minutes of the scheduled time. Late comers will not be entertained under any circumstances.
- Attendance is compulsory during all the exams. No exam will be taken before or after the due date. Such kind of case will not be entertained by the school management.
- It is compulsory for students to have 75% attendance in a year to make them eligible to appear for the final examination. The total meetings are counted from the day of the opening of the School and not from the date of admission of the student.
- If your ward is found involved in any immoral act, he /she can be expelled from school without any warning and there will be no reconsideration whatsoever.
- Your ward is not permitted to carry any vulgar reading / viewing material. If found, he / she will be liable for expulsion from the school.
- You will be liable to pay fine/costs as prescribed by the school for any damage caused to the property of the school individually or jointly with others.
- Your ward should not drive two / four wheeler in case of non possession of a valid driving license.
- It is mandatory for all parents to attend every scheduled PTM to avoid any negligence towards their wards. A prior intimation of PTMs will be sent to you through circulars. The students should accompany their parents in proper school uniform at the given time on PTMs.
- Acquaint yourself with the school diary. Fill the personal record page of the diary.
- School Fee should be deposited by the **10th of the given month. [April/August/November]**. Late fee will be charged @10/- per day including all holidays and Sundays after the due date.
- Fee once paid will not be refunded under any circumstances.
- Send your ward in proper uniform & polished shoes, haircut, trimmed nails (kindly look into the matter of cleanliness). **Students must come in school uniform even on their birthdays from 6 class onwards.**
- As per the security measures school will neither sanction any half day, leave, early departure for students nor accept any edibles or lunch box during school hours under any circumstances. We cannot handover kids to any outsider/cousin/relative/uncle-aunty/servant/driver etc.
- Kindly do not send expensive gifts or valuable items along with your ward. School will not be responsible for the loss of books, money and other valuable items brought by child to the school. However, every effort will be made to recover the things.
- Holidays & Events mentioned in the yearly planner are subject to change.
- Label all the belongings of the child so that they do not get mixed up with other's belonging. Note books and text books must be covered with plastic cover. Check the text books and notebooks regularly. If they are torn, stick the pages.

- It is mandatory for the students to appear in the weekly tests. Parents are requested to sign the diary after going through the report of every weekly test.
- Students suffering from any infectious disease must complete the quarantine period before rejoining the school. This should be indicated on the medical certificate.
- All students shall abide by the rules and regulations of the school as amended from time to time with regard to academics, discipline, labs, library, transport, parking, behaviour while visiting organizations outside schools, sports meet, picnics, in museums and parks etc.
- Mobile / Camera is not permitted in the school premises and during school trips (except by prior permission from The Principal). Violation of rules shall incur fine or confiscation of the electronic gadget.
- In case of conveyance problem, kindly contact our conveyance incharge:
MR. TEJSHANKAR Mob.: 9829108696, MR. SURENDRA SINGH Mob.: 9887953644

Code of Conduct for Students

Every student of Oxford must endeavour:

- To converse only in English while he/she is in school premises.
- To be smart and neatly dressed.
- To be polite and well-mannered.
- To respect one and all, especially elders, parents and teachers.
- Never loiter aimlessly in corridors, run about, shout or whistle.

Students would be fined for the following:

- Long, untidy hair for boys/long open hair for girls.
- Improper school uniform.
- Long, painted or dirty nails.

UNIFORM SCHEDULE

Boys– Monday, Tuesday, Thursday, Friday (White school shirt, blue trouser, tie, belt, white socks and black shoes)

Wednesday, Saturday (School Red T–shirt, white trouser, belt, white socks & white shoes)

Girls –Monday, Tuesday, Thursday, Friday (white school shirt & blue skirt, tie, belt, white socks, black shoes).

Wednesday, Saturday (school Red T–shirt, white skirt, belt, white socks & white shoes.

Make sure that your child must have soldier hair cut (for boys) and girls must make two plaits as per prescribed hair style.

FOR FURTHER INFORMATION

For any other query call 01412730595, 7014684276

Visiting hours to meet The Principal & Vice Principals as follows:–

9 am – 10 am (Class 9th – 12th) (Principal) C–Block

9 am – 10 am (Class 5th – 8th) (V. Principal) B–Block

9 am – 10 am (Nursery – 4th) (V. Principal) A–Block

To meet the Directors kindly take prior appointment. Looking forward to your kind co–operation.

For effective education, it is necessary that the school receives full co-operation from parents.

Thanks

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