

SCHOOL RULES & REGULATIONS

FEE PAYMENTS

Fee are payable on or before 30th March in respect of forthcoming academic year by post-dated cheques-10th April, 10th May, 10th August, 10th November and 10th February. Only local cheques are accepted.

If any cheque is found dishonoured, Bank charges along with a fine of Rs. 100/- will be immediately payable with the amount of the late fee payment in the account office.

LATE PAYMENTS

1. From 11th-20th of the paying month ₹ 50/-
2. From 21st-31st of the paying month ₹ 100/-

WITHDRAWALS

One calendar month's clear notice in writing or one month's fee in lieu thereof is required for the withdrawal of a child from the school. If the notice for withdrawal is given in the first month of the last quarter, the fee for the full quarter will be charged. Admission fee is not refundable in any case.

Three months notice is must for withdrawal of bus facility.

Transfer Certificate will be issued only after the settlement of all school dues.

GENERAL DAMAGES

For any deliberate damage to furniture/fixture or laboratory equipments, the defaulter will have to pay the actual cost of furniture/fixture or laboratory equipments, plus 10% of the cost as penalty.

ADMISSIONS

Admissions are open to all without any consideration of caste, colour or creed-subject to availability of seats. Students who are seeking admission to Class I and above must equally qualify at the Preliminary written test and/ or interview.

NOTE

1. Management reserves the right of admission.
2. Special attention should be paid to enter the correct Name and Date of Birth of the child. No subsequent changes in the date of birth/name will be permitted.

3. After the admission is confirmed/finalized, parents will have to fill the Admission form and submit it to the Admission incharge along with the following documents.
- (a) Date of Birth Certificate (DOB Certificate)
 - (b) T.C. if the child is coming from a recognized school. It should also indicate total no. of student's school attendance, if admission is sought in the same class in the middle of the session.
 - (c) Adhar Card-A copy of Adhar Card of Student, Father and Mother should be produced at the time of admission.
 - (d) Photo- Student, Mother, Father
 - (e) Family Id (Containing name of the student)

SCHOOL TIMINGS

SUMMER : 7:50 a.m. to 2:30 p.m.

WINTER : 8:50 a.m. to 3:00 p.m.

OFFICE HOURS

SUMMER : 8:00 a.m. to 3:00 p.m. (Monday to Saturday)

WINTER : 9:00 a.m. to 3:30 p.m. (Monday to Saturday)

SCHOOL TRANSPORT

The school provides the transport facility to its students. As per the existing routes. Students can avail the school transport facility. The bus routes are drawn out and the parents should contact the school transport incharge for necessary details. Every child using the bus will have to pay the charge for twelve months.

The bus service once availed cannot be discontinued by the child.