Rules & Regulations – 2025-26

School Timings and attendance of students:

1. The school timings are as follows.
   For Std V to X [9.45 am to 3.15 pm]

2. The school may have to change timings on certain occasions such as unit tests, semester examination, S.S.C. examination etc and shall intimate the students well in advance.

3. There will be every period of thirty minutes and only one recess of thirty minutes.

4. The teachers may have to conduct extra classes for revision work, either before or after school hours, or, on holidays and the students shall be intimated well in advance in such cases.

5. The Students should regularly attend the school as well as the extra classes conducted by the teachers.

6. The students should be present in their respective classes at least ten minutes before the prayer begins and immediately after the recess is over. Late arrivals in these cases are liable for action.

7. The students are strictly forbidden to leave the school premises during school hours. No permission shall be granted, except for genuine reasons, arising out of emergency, to go home. In such cases either of the parent or the guardian should collect their ward from the school. Parents should take a gate pass from the school office which has to be submitted to the security at the Gate. Student's will not be allowed to leave the school permises without a gate pass.

8. 75% attendance per term is compulsory for each student and in the absence of which the student shall be prohibited from attending the final examination according to Secondary School Code.

9. If a student is not fulfilling the criteria of attendance, as mentioned above, on account of medical reasons, then it will be considered up to the limit of 60%. In such cases, medical certificates from registered practitioners, stating the nature of the sickness and subsequent period of absence that is required to recover should be submitted in the school. If the student is going to appear for S.S.C. examination, such a case will be referred to the S.S.C. board and its decision will remain binding on the parents.

10. If a student is representing the school at district, state or national level in sports –competitions conducted by Sports Authority of India or any other organization which is recognized by Government of Maharashtra or Government of India, then his/her absence in the school for the said number of days shall be counted for calculating his/her attendance in the school.

11. Parents shall be informed about the attendance of their ward in each quarter of the academic year and they should contact the class teacher in case of any query.

Absence

1. If a student is sick, he/she should not be sent to the school. In such cases the school shall not bear the responsibility for being unable to identify/notice the sickness and/or for providing medical aid.

2. If a student wishes to remain absent in the school for reason known to him/her, he/she should submit a note prior to his leave of absence from his/her parent requesting the school authorities to permit him/her to remain absent. The school has the right to deny the permission, if not convinced.

3. If a student remains absent in the school due to reason arising out of emergency then he/she should submit the leave note duly signed by parents as soon as he/she resumes the school.

4. If the period of absence is going to be more than 3 working days in case of reasons arising out of emergency, then the parents are requested to inform the school over the telephone before those 3 days are over. Leave note should be submitted as mentioned above.

5. If a student remains absent without seeking permission of the school for reason known to him/her or fails to submit leave note in case of reasons arising out of emergency, he/she is liable for action.

6. The school shall consider the case of a student remaining absent in the school without seeking permission for reasons known to him/her or failing to submit leave note from parents, for reasons arising out of emergency, as disobedience, and will take action each time. If the same behavior is repeated for more than three times then the school shall call upon parents for explaining the same. If there is no improvement in the behavior even after that, the school has the right to ask the child to leave the school by considering the case as the case of habitual absenteeism.

UNIFORM

Students should wear clean and tidy uniforms strictly according to the instructions given by the school. Wearing identity-card and school badge is a must for all the Students before entering the school premises.

FOOTWEAR

1. Wearing proper footwear(as per the calender-Pg no -16) is mandatory for all students including students of standard 10.

2. If there is an injury to the foot, concession to wear some other footwear shall be granted till the child is recovered. Medical certificate & Parents' note is mandatory for the same.

3. If the student is allergic to the material used to prepare shoes/socks, he/she will have to submit a medical certificate from a registered practitioner stating so. Such a student will be allowed to wear suitable footwear.
4. In case, footwear of a particular size (large size) in the prescribed material is not available in the market, the student will be allowed to wear another suitable footwear on the written request of parent.

HAIR STYLE:

1. Boys should have a close haircut. Hair should be washed regularly and neatly combed while in the school. Long hair, colored hair, haircut like film personalities will not be allowed in the school.

2. If the girls have long hair, they should tie two plaits with black colored ribbon. In case of short hair, black colored hair band should be used. In either of these cases, care should be taken to pin them up properly, so that, they will not obstruct the view.

General instructions:

1. Mobiles, I-pods, MP3s digital cameras and other such instruments are banned in the school premises as per the circular received from the Educational Department. If any of the instrument is found, it will be confiscated and the student will be liable for action.

2. Students should not bring cash, jewelry or any such other costly material to the school as it will not bear any responsibility towards the loss of the same.

3. If a student is found indulged in the damage of school's property or equipments therein, parents will have to bear the cost of the material damaged.

4. Students shall wear decent civil dress only when the school permits them to do so, on occasions like school Annual Day etc.

5. Students' behavior in and outside the school should be decent and any complaints regarding the same from other students or parents or well-wishers of the school, are liable for action, if found to be true on verification.

6. Students displaying indecent writing/pictures/comments about school or persons related to school, on electronic media, are liable for action.

7. No re-examination will be conducted for any reason whatsoever except that of a student representing school on district, state or national level in competitions conducted by Government of Maharashtra or India.

8. If a student is suffering from illness of serious nature e.g. Kidney problem, heart problem, fits the parents should inform the class teacher in advance through a written application along with a medical certificate. Precautions to be taken, name, address and phone number of doctor should be mentioned to enable to the school to contact in case of emergency. The school shall not be responsible for any sort of possible casualties if the application is not submitted.

9. Students should not run, play in the classrooms or corridors or staircases. It may harm them and others.

10. No littering should take place in the school-premises. Students should use dustbins kept on the ground, corridors, toilets and classrooms.

11. Speaking in English in the school, except in the period of Marathi, Hindi, Sanskrit or French is compulsory.

12. Students who fail in the previous year or those who cannot produce ration card as a proof of their residence, or those who are not within first three children of a family, should pay school fees at the prescribed rate of Government of Maharashtra.

13. Projects, science journals, drawing notebooks, should be submitted to the teacher within stipulated time. If a student fails to do so, he/she will lose the right to get the marks for the same.

14. Colors, colored water or any other similar material should not be brought to the school at the time of Holi or otherwise.

15. No concession will be offered unless a student produces certificate from a civil hospital referred by Government of Maharashtra of being handicapped.