



## Transport Rules

1. The student is expected to arrive at his pick-up point 5 minutes before the scheduled time.
2. If a child wants to withdraw from the bus facility, one month's prior notice will have to be given by the parent in writing in the Transport Office.
3. Students are expected to behave and be seated in their places.
4. No student is allowed to get down from bus before assigned stop.
5. No diversion or extension will be made on existing routes.
6. The Bus Co-ordinator and the Bus Monitor are responsible for maintaining discipline.
7. The list of students and their respective stops will be there in the bus.
8. Although strict security measures have been taken, in case of any mishap, the school will not be held responsible for the same.
6. Using abusive language with peers or teachers.
7. Bringing sharp and injury causing articles such as knives, scissors, cutters, etc.
8. Using Holi colours/bursting crackers will lead to severe penalty in the form of marks deduction and suspension from school.
9. Bringing civil clothes to school at any point of time unless prior permission has been granted by a teacher.
10. Failing to comply with the rules and regulations issued by the school from time to time.
11. Harming/Hurting person, property, self.
12. Carrying costly articles (like expensive watches, fountain pens, cameras, jewellery, etc).
13. Smoking, gambling, drinking or using drugs. Misconduct, indiscipline and misbehaviour in school transport.
14. If students are carrying excess money for purchasing something from the uniform shop or book shop, it should be intimated to the class teacher otherwise disciplinary action will be taken against them.

## Code of Conduct

The following practices will lead to strict disciplinary action:

1. Disfiguring or damaging school property or scribbling on school walls.
2. Damaging, scrubbing or tearing pages from library books or note books.
3. Bunking School, Classes or Assessment Tests.
4. Frequent absence without informing the school.
5. Use of violence in any form.

**The following disciplinary measures will be adopted to maintain discipline.**

1. Any student found disobeying school rules would be given two verbal warnings.
2. A written warning letter will be issued to the defaulter if discipline is not maintained after verbal warnings.
3. If the student does not show any improvement, he/she will be **suspended from the school for a week.**