

Guidelines

Transport:

Transport is made available from the third day of the child's admission. For the first two days, the parents should accompany the child to school and take him/her back when school closes.

- You may contact the Transport Manager for details.
- Parents opting for school transport should be at the pick-up spot five minutes before scheduled time.
- Within two days of admission, the Transport In-charge will visit these parents at their residence to intimate the exact stop and the pick up/drop time.
- The child will not be handed over to any unknown person and will be brought back to the school if the concerned person is not at the stop to receive the child.
- Please do not keep school transport waiting when it picks up the child in the morning, causing inconvenience to other children and making them late for school.

Walkers:

Children not using school transport should be picked up from the exit gate of the school on time.

- Ensure that your child reaches school on time as late entry is discouraged. Also, ensure that the designated person is there to receive the child on time when school closes. Normally, it is not permitted to take the child away during school hours.

Fee:

The fee for the quarter must be paid latest by the 7th day of the first month of the quarter. After that date, Rupees one hundred per week will be payable as late payment charge.

Security Refund:

The security receipt should be produced and the security money collected by the parents within one month of the child's leaving the school, to avoid forfeiture of the deposit.

Withdrawals:

One month's notice by the parents to the school is required for the withdrawal of the child to avoid paying that month's fee.

Valuables:

The child should not carry or wear valuables like gold items, watch, expensive toys etc to school. The school will not be responsible for any losses.