



NATIONAL PUBLIC SCHOOL ITPL

INTRODUCTION

National Public School - ITPL is dedicated to the development of each student's potential in a positive environment. The school comprises parents, teachers and children from all over the country. The school follows the dictum: Parents are the first teachers; teachers are the second parents.

CODE OF CONDUCT

We expect our students to maintain high standards of personal conduct. This includes personal honesty, discipline, integrity, ethics and values.

- The school timings is 8:00 am to 12:30 pm. All the students are expected to arrive before the bell rings. After 8:05 am the school gates will be closed.
- Students are accountable to the school authorities for their conduct in the school premises, for their general behaviour outside, while in the school transport and during all school approved events or activities.
- Students are expected to move quietly, in a single file without causing any disturbance to other classes.
- The class teacher will acknowledge the students' birthday in the class. Cakes or presents are not allowed at school.
- Students are expected to bring only the required/prescribed books and materials to school.
- The school is not responsible for any loss of students' belongings in the premises.

- National Public School - ITPL constitutes students from various communities, religious and linguistic backgrounds. Conversing in a language unintelligible to the staff and the students with the intention of excluding others from social conversation is not accepted. The medium of instruction and communication is English in the school premises.
- Any objectionable conduct on the part of the student will make her/him liable for disciplinary action.
- Students should not leave the premises during the school working hours without written permission.

SOCIAL RESPONSIBILITY

To foster self-help skills, students are required to maintain a neat and tidy classroom and a litter free campus at all times.

UNIFORM

- All students must be neatly dressed in full school uniform whenever they are in the school premises.
- Students are required to wear black shoes and white socks from Monday to Friday.
- Boys should wear vests and girls should wear slips and bloomers.
- Coloured clothes and fancy, expensive footwear is not allowed.
- Fancy or expensive watches, colourful jerkins and trolley bags are not permitted.
- **Boys are not permitted to :**
 - * have long hair and fancy hair styles
Eg: mushroom cut
 - * wear earrings



➤ **Girls are not permitted to :**

- * have fancy hair styles
- * wear gold / diamond earrings, bangles and chains, colourful and fancy jewellery, long earrings
- * adorn their hair with flowers or colourful clips, have painted nails or mehendi

SCHOOL BUS

Transport arrangements exist with the help of private transport operators. Details are available at the School Office.

PARKING

Students are advised to alight from their vehicles 10-15 metres away from the school gate. Parents and drivers who park in front of the school gate while letting their children alight, cause congestion and confusion at the gate. Adequate place should be allowed in front of the school gate for comfortable movement of children.

SUGGESTIONS TO PARENTS

- The school diary is the mode of communication to the parents. Kindly check the diary and sign it everyday.
- Parents or guardians should sign in blue or black ink, all the reports, notices and class work / books of their wards when required to do so.
- Parents are advised to co-operate with the school authorities in enforcing discipline by making sure that their children attend school regularly, do the assignments, devote sufficient time to reading and revising their lessons at home and take interest in all the activities of the school.
- Any loss or damage to school property by the student will have to be made good by the parent.
- Criticism of the child's teacher or the school in her/his presence should be avoided as children may lose respect for their teachers and consequently fail to learn from them.
- Parents who have a legitimate grievance can meet the Principal, personally or communicate to her in writing with their signature and address. Anonymous letters will not be attended to.
- Parents have to be formally dressed when they are in the school premises.



VACATION

The Kindergarten maintains a five-day week schedule. Parents are requested to refer to the school calendar before planning a vacation or booking tickets.

VISITING HOURS

Parents who wish to meet the faculty may fix an appointment as follows :-

Montessori, Nursery, KI and KII - Thursdsy & Friday with Prior appointment.

Parents are not allowed to meet the teachers during school hours in the classroom. They should not enter any classroom to see their children or the teacher.

SNACK BREAK

- Students should carry snack box with all the necessary things to maintain good eating habits.
- Parents, drivers or housekeepers are not allowed into the school premises to handover snack boxes without identity due to security reasons.
- Parents are advised to send limited quantity of snacks for their wards.
- Students are encouraged to eat by themselves and hence parents are requested to teach their wards to eat independently.
- NOTE : Any Kind of Non Vegetarian food including eggs are strictly not allowed inside the school campus.

PAYMENT-OF-FEES

Fees should be paid in one installment either by Demand Draft or pay Order payable at Bangalore drawn in favour of Edufrontiers Educational Trust, online payment through parent portal can also be remitted, **Cheques are not accepted.**



HEALTH CARE CENTRE

The school has a Health Care Centre to take care of exigencies. The class teacher should be informed regarding any specific ailments, their children suffer from.

ATTENDANCE & REGULARITY

All students must be present on the re-opening day and closing day of each term. The names of the students who are absent on these days will be struck off the rolls and the parents will have to seek re-admission for their children if they want them to continue in the school.

NPS PARENT PORTAL

As a progressive school, we keep abreast with the rapid changes in the educational scenario. This makes it easier for parents to access student information directly.

NPS Parent Portal provides a list of applications to support various educational needs like logon accounts, progress reports, messages/emails, online circulars, survey/feedback, image gallery, alerts, fees management, etc.

The password given to each individual student/parent should be kept highly confidential and should not be shared with friends or anyone else, in order to avoid misuse of the same.



Doctor's Advice

- ◆ Do not send children to school when they are sick to attend classes to prevent spreading of microbial infections.
- ◆ All students returning to school after suffering from an infectious or contagious disease must produce a Fitness Certificate issued by a doctor permitting him/her to do so.
- ◆ Students suffering from the following diseases must observe the prescribed period of quarantine before resuming classes.

Chicken pox : Till the blisters have completely dried and the scabs have fallen off

Measles : For 4 days after disappearance of rash

Mumps : For 9 days after onset of swelling

Whooping cough : For 7 days after effective antibiotic therapy

Jaundice : Till full recovery duly certified by the physician treating the patient

COVID : Till full recovery duly certified by the physician treating the patient with negative RT- PCR report

Change of Information

It is critical that we have accurate and complete records for each child, so please notify the teachers immediately of any changes in your family's address, phone number, parents' employment, persons authorized to pick up your child etc.



ADMISSION & WITHDRAWAL

Applications for admission are accepted as and when notified. Request for withdrawal of a student during the academic year should be given at the beginning of a term and all dues should be paid. Parents wishing to withdraw their children at the end of the academic year must inform the Principal in writing before the end of January; otherwise the term fees will be charged and the school-leaving certificate will be issued only after the school re-opens. School leaving certificates will be issued after all the dues are fully paid and library books returned.

DECLARATION

I hereby declare that I have read the rules and regulations of the school and agree to work in partnership with the school to enable my child to reach his/her full potential. I give my consent to use any school - based photograph of my child for any school-related document, programme or activity. I also give my consent to the school to refer my child to the school counsellor, if and when required.

Father's Signature.....

Mother's Signature.....