

Expectations from the Students

1. **School Diary:** The school calendar should be a proud possession of the pupil. It should be carried to the school everyday. Day-to-Day assignments and submission dates should be noted in this diary.
2. **Assembly & Movement:** Every morning/afternoon, the warning bell is rung 5 minutes before the start of the 1st period as a signal for all students to go to their respective classrooms. This should be done properly and in silence. As soon as they are in their classes, students must get ready for the assembly/First Period. Change of class rooms between periods should be done in silence and in an orderly manner. No shouting or whistling is allowed in or around the school building. Running in corridors is strictly prohibited.
3. **Personal Hygiene & Uniform:** Students should be habitually clean and always dressed neatly. The school uniform should be worn on all working days and for all school functions. Students who are not in proper uniform will not be allowed to enter their class rooms. Students should attend festivals and functions celebrated in the school.
4. **Care of Property:** The school is your second home; so take special care of the school property & furniture. A pupil of Baroda High School/Baroda Lions School must distinguish himself/herself within or outside the school by his/her exemplary discipline and courteous behavior. No student should scratch or spoil desks or chairs or damage any school furniture or write or draw anything on the walls or in any way damage things belonging to others. Damage done even by accidents should be reported at once to the class teacher. Any damage done will be made good by the concerned student, together with a necessary fine imposed on him/her for such an offence. Anyone who notices something damaged should report the matter even if he or she does not know who has done it.
5. **Premises Regulations:** No pupil will be allowed to leave the school premises or join school late during the school hours without prior permission of the Principal. Pupils should follow polite manners wherever they go. They should always remember that the school is judged by their conduct. They should greet their teachers whenever and wherever they meet them. The school reserves the right to terminate any pupil(s) on roll with unsatisfactory progress or whose conduct is a bad precept for others. Exploding crackers or splashing colours during Diwali / Holi or any other occasion in the school premises is strictly forbidden. Non-compliance with these instructions can result in disciplinary action.
6. **Prohibited Items:** Pupils are not allowed to bring any sharp instruments, valuables, electronic games, cellular phones, etc., to the school. No book (other than text books or library books), magazine, or paper may be brought to school without the class teacher's permission. Lending or borrowing of money or other articles is not permitted. Pupils are warned not to buy or receive anything from anyone on their way home or to school.

Guidelines for the Parents

1. **Daily Diary Inspection:** Please ensure that the school calendar of your child is preserved carefully and used profitably. Parents should check the calendar every day and note the homework and other instructions given. They are advised to check the bags of their wards to see if any circular / notice / invitation etc. has been issued.
2. **Cooperation:** Parents are required to co-operate with the school in its attempt to help their child's progress by paying attention to their regularity, punctuality, and discipline and taking keen interest in their work.
3. **Updating Records:** Parents are required to inform the school office if there is any change in their address and telephone numbers.
4. **No Half-Day Leave:** No half-day leave should be asked for, for security reasons. In emergency, written permission must be taken from the Principal through the Class teacher.
5. **Sickness Protocol:** Children when sick, should not be sent to school to attend classes. Children who are sick may miss the Formative assessment and Summative assessment on medical grounds.
6. **Official Communication:** Any communication made by the parent / guardian should be addressed to the Principal through the Class Teacher. The address and phone no., G.R. no., class, and section should be clearly mentioned in the application.
7. **Constructive Engagement:** Criticism of the school or teacher in the presence of a child should be avoided because it causes the students to lose respect for the school & the teachers. It hampers growth & progress of the child. In case of a legitimate complaint, the parents must meet the Principal at the earliest. The complaint will be personally verified.
8. **Visiting Hours:** Parents are requested not to enter the classrooms or make telephone calls to contact their children or any other children or teachers during school hours. Parents should meet the Teachers, Supervisor or Principal during the office timings or with prior appointment only. Absence during the Working Days is not in the best interest of the student. They are asked not to apply for leave if avoidable. Leave can be granted to the student only under special circumstances for which prior permission should be taken from the Principal. Parents must first consult the school calendar, date sheets and other circulars before making enquiries over the phone.