**ACADEMIC YEAR**

The academic year is of twelve months duration from May / June to March / April. It is divided into two semester. The first semester is from May to September, the second semester from October to March.

GENERAL RULES

The pupils of this school are expected to:

 to participate fully in all the activities of the school,

 to observe faithfully the school rules of discipline and obey all duly constituted authorities,

 to cultivate loyalty and devotion to home, school and country,

 to develop healthy habits of mind and body by constant self - discipline,

 to acquire qualities of leadership and competency in the art of expression and persuasion,

 and to strive to be gentlemen and ladies and learn to serve and be helpful to others.

school timing

The school time is from **8.00 a.m**. to **1.40 p.m.**

general Discipline

 Pupils must be in their classrooms by the first bell at **7.55 a.m.**

 On reaching the school the students should form a line and proceed to their respective classrooms in silence.

 Utilize the morning time for silent study till the bell goes for prayer/assembly.

 At the second bell, on the days when there is school assembly, all should march to the place assigned to their respective classes on the assembly ground/hall. On the other days they sit in their classrooms in silence.

 At the third bell all stand up for prayer.

 At the end of the day before the students disperse, there will be a thanks-giving prayer led by one of the senior class leaders.

 Show respect to your Principal, teachers, non teaching staff and elders by greeting them.

 Respect each other and always lend a helping hand.

 Stand still during prayer and National Anthem, wherever you are.

 Be eco-friendly; and keep your school compound green.

 Students in school uniform are not expected to loiter in the shops, hold birthday party or any treat for friends in the restaurants.

 Be in line and in perfect silence while moving out to the lab, auditorium, chapel and playground.

 Behave honestly in the examination halls. Malpractices of any sort will be seriously dealt with.

 On entering the lab and the library, students should keep their shoes on the shoe rack outside. Shoes should not be placed on the carpet at the threshold.

 Don’t dash and hit against others including teachers.

 Learn to use polite expressions like ‘sorry’, ‘thank you’, ‘welcome’ etc. as and when they are required to be used.

 Students are not expected to use notice board as mirror to comb the hair.