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SCHOOL RULES

1. **All students** are expected to be **respectful and courteous** while on the school campus and in uniform outside of school. Students should **not use foul or abusive language** with their peers or any member of staff. **No weapon is allowed at school**; any student found with any instrument or tool considered a weapon will be suspended.
2. **School begins at 8:00 a.m. for devotion**; the bell goes at 5 minutes to eight. All pupils must be punctual for school, (devotion is a part of the school's organized activities and should be attended by all students). **Parents should not be seen on the compound after eight**. School dismisses at 2:30pm **any Kindergarten or Preparatory School child on the school compound after 3:00pm who is not doing extra lessons will be placed in aftercare which includes a cost.**
3. **No pupil is allowed to leave the school premises within the school hours without the permission of the Principal**. A pupil who needs to go home or is sick during school hours must inform his/her teacher. The school will then contact the pupil's parent/guardian to collect him/her.
4. **Cell phones, tablets and other electronic devices is taken to school at the parents own risk**. Any cell phone taken to school must be turned off as soon as the student gets to school. It may be turned back on at 2:30pm. Any emergency call will be made by the administrative staff. **Any electronic device that is confiscated can only be collected by the parent/guardian of the child.**
5. **Students must wear the required uniform**; there should be no modification to the uniform. The school crest is a part of the school uniform. P.E. shorts/skorts and shirts must be worn on the designated day.
 - **Brown shoes and brown sock must be worn with the uniform.**
 - **Hair accessories must also be brown. No hair extensions. Braids must be neatly maintained and should not pass the child's shoulder.**
 - **Both boys and girls hair must be properly groomed at all times. Crest must be worn on uniform. Boy's hair should be cut on one level.**
6. **Students should not damage school furniture or deface the property. Any damages done to school furniture or property must be paid for by parents/guardian.**
7. **All parents and visitors must stop at the school office before going to a class during school hours (8:00 a.m. – 2:30 p.m.)**
8. **Parents must dress appropriately when coming on the school compound. No:** low cut blouse, merinos, or shirts with breasts and braziers exposed. **No:** curlers, very short shorts, tights, skirts or pants worn below the waist that the buttock or undergarment is showing. **Please dress appropriately when entering this noble institution.**
9. **Pupils on sick leave (absent three days or more) must submit a medical certificate before or when returning to school.**
10. **A student needing emergency medical attention will be taken to Olympic Medical Centre / Alma Jones** – Please ensure your child/children insurance is paid for the school year. If there is no insurance coverage you will be required to pay any medical costs incurred.

I _____ parent of _____
agree to the rules and regulations discussed above.

Parent's signature

Date