



Adm. No.

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Norms of Discipline

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Child

Guardians are requested to carefully note the following :-

- ◆ School gate will be closed after the bell rings for assembly and no child will be allowed to enter the school there after.
- ◆ Students should come in proper neat and clean uniform with nails trimmed and shoes polished otherwise fine of 50 will be charged.
- ◆ All copies and books should be neatly covered.
- ◆ Costly things or ornament is not allowed with your child in school campus. If it is lost then school authority is not responsible for that.
- ◆ School diary of your ward should be checked and signed everyday.
- ◆ Parents teacher meet held on Saturday as per need so presence of parent/guardian is must.
- ◆ Your ward must be collected on time after school, after school hour school management will not be responsible.
- ◆ Parents are requested to hand over their child to the authorised person at the gate itself.
- ◆ Leave of absence should be submitted in writing in the office in advance clearly.
- ◆ Get ready your ward on time, if your ward is transport holder.
- ◆ Lunch chart is given to you, lunch should be given according to lunch chart.
- ◆ Non-veg food is strictly not allowed other wise your ward will be suspended for a week.
- ◆ First day presence after vacation or holidays is must of your ward.
- ◆ If monthly fee is not paid by 10th of the month, child will not be allowed to sit in class. Also transport will not be provided.
- ◆ Parents will not claim refund of any fee once the admission is granted.
- ◆ The Documents, once submitted in the office will not be returned.
- ◆ No request discontinue transport facility will be entertained during academic year.
- ◆ Children suffering from any contagious and infectious ailment will not be permitted to join the class.
- ◆ Every child is issued one identity card, for their security child should daily carry their ID card with them.
- ◆ Facility of SMS circular is given for the parents. Parents can get the notices regarding Holidays and Happenings by the SMS in their mobile phones.
- ◆ Collection of Fees in A.P. Colony Branch.
- ◆ Monthly fee of January, February & March should be deposited in advance in the month of January.
- ◆ Fee of an entire month will be charged for transportation.
- ◆ The fees cover twelve calender month. No reduction is made for holiday and broken periods.
- ◆ Monthly fee of May and June should be deposited in advanced in the month of May with transportation charge.
- ◆ Academic Session for fresh admission of playgroup and nursery is March to March.

UNDERTAKING

- ◆ I have read and clearly understood the information Brochure of Shanti Niketan Academy I further promise that in above mentioned information and enclosed certificate are true and correct to the best of my knowledge. I Clearly understand that my Son/Doughter is liable to dismissal for misconduct, idleness, non payment of fees. I further promise to extend my all cooperation with the school. if at any Stage I found false my ward's admission shall be cancelled and I shall not Claim Refund.

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Signature of Parents (Both) / Guardians

A UNIT OF SHANTI NIKETAN EDUCATIONAL FOUNDATION, GAYA