

THE INTERNATIONAL SCHOOL
University of Ibadan



Integrity and Service

**SCHOOL RULES
AND
REGULATIONS**

**THE INTERNATIONAL SCHOOL
UNIVERSITY OF IBADAN**

SCHOOL RULES AND REGULATIONS
Reviewed as at 2016

PREAMBLE:

Rules and Regulations governing the conduct and character of students of the International School, University of Ibadan, Ibadan.

GENERAL RULES

RULES	PUNISHMENT
1. PAYMENT OF FEES All prescribed fees are to be paid promptly by all students. Each JS3, SS3, IGCSE and A Level students must pay all school fees in full for the session before being registered for WASSCE, NECO, IGCSE & A-Level examinations.	New students will not be registered until they pay all the prescribed fees in full. Students who neglect, refuse or fail to pay fees on the day of resumption shall not be allowed entrance into the school premises.
2. LATENESS TO SCHOOL The school gate will be closed at 7.55a.m on each school day and throughout the assembly period. Late-comers may be allowed in after the general school assembly.	Students who still arrive after 8.00a.m will be punished. The type of punishment to be meted out will be at the discretion of School Management. Students who arrive after 8:30am will not be allowed into the School for the day.
3a CLASSES: Students must: <ol style="list-style-type: none"> attendschoolandclasses regularly and punctually. If any student is absent from school, the parent(s) should send a written note/letter to the Principal within 24 hours. bring the recommended textbooks and materials directly related to offered subjects. 	<ol style="list-style-type: none"> Without a written note/letter, no make-up test shall be given to the student. Any student who fails to bring the recommended textbooks to class shall be denied entry into class, after the second warning.

RULES	PUNISHMENT
<ol style="list-style-type: none"> submit assignments, home-work and projects as and when due. sit for all class tests. not bring games, e.g balls, walkmans, mobile phones, palm tops, laptops and such other allied instruments/materials that are not recommended by the school. remain in the library, and such other places permitted for private study during free periods. remain in the School until the closing time unless they have special permission of the Vice-Principal or Principal or their designates to do otherwise. not roam/loiter around the school during school hours or the staff quarters at any time. Not play basket-ball, football, lawn tennis, table tennis or any of such other games between 8.00am and 2.50p.m except when accompanied by a Physical and Health Education teacher/instructor. 	<ol style="list-style-type: none"> Submission of assignment after deadline shall earn no marks expect with tenable/accepted reasons. Without a written note/letter, no make-up test shall be given to the student. Such items will be seized and may be released at the end of the term. This is subject to the discretion of the School Management. Offenders shall be punished as recommended by the Principal. Offenders shall be made to serve punishment as recommended by the Vice Principal or Principal. Offenders shall be punished as recommended by the Principal / Vice-Principal. Offenders shall be punished as recommended by the Principal.
3b. CAFETERIA The cafeteria is out of bounds to students, except during meal times and when accompanied by teachers/boarding supervisors or school officials.	Any student who violates this rule shall be made to serve punishment as recommended by the Principal/ Vice-Principal.

RULES	PUNISHMENT
4. VISITORS/PARENTS/GUARDIANS Parents/Guardians are encouraged to visit the School during break-time to discuss the progress of their children/wards with teachers. Visitors/Parents/Guardians are not allowed in or near classrooms during school hours. In urgent cases, the visitor /parent/ guardian should obtain permission from the Principal or Vice-Principal who may send for the student(s).	Offending parent/guardian/visitor shall be deprived access to his/her ward(s). Any student who is unlawfully found with a visitor/parent/guardian during school hours shall be punished at the discretion of the Principal.
5. ACTIVITIES Day-students are not allowed to remain in the school premises after 5.00p.m except as permitted by the Principal or teacher-on-duty, or during activities organized by the students with due approval of the Principal/School management. Such activities shall not go beyond 7.00p.m.	Any Student who violates this rule shall be made to serve punishment as recommended by the Principal/ Vice Principal. Parents who come late to pick their wards shall be fined. However, the school will not be held liable for any eventuality liability/untoward consequences.
6 LIBRARY i. Silence must be maintained in the library at all times. ii. There should be no mutilation of textbooks, defacing of furniture, pilfering, loss including misplacement of library books or other materials in the library. iii. Books borrowed from the library must be returned before or on the due date.	I. Noisemakers shall be cautioned, any student who persists in this act shall be barred from using the library for a specified period until a time when the principal is satisfied that any such student has learnt his/her lesson. ii. Any student found breaking this sub-rule shall be punished by replacing or paying for such damaged books/or materials, iii. Late return of books to the library shall attract a fine of N50.00 per day or at the rate to be reviewed/determined from time to time by the School authority.

RULES	PUNISHMENT
Iv. There should be no chewing, eating or drinking in the library. v. Only registered students for the library will be allowed into the library. vi. Library cards are not transferable. Keep your library card safe. vii. There should be no stealing or attempted theft in the library of library materials or among students, officials or other users of the library. Viii. Use of handset and any electronic musical device is prohibited in the library. ix. Group discussion is not allowed in the library.	iv. Any student caught violating this sub-rule shall be sent out of the library for the rest of the day. v. Unregistered students will not be allowed to enter the library as library users. vi. Loss of a library card, mutilation or defacing the card will attract payment for the replacement as prescribed by the School Management(SDC). vii. Stealing, attempted theft, mutilation & defacing of library materials will attract indefinite suspension from the library & such student will face the Students Disciplinary Committee. viii. Any electronic device caught with students will be seized. The item so seized may be returned at the discretion of the School Management. ix. Violators of this part of the rules will be suspended from using the library for a period of three weeks.
7. UNIFORM AND APPEARANCE Students are expected to be neatly and smartly dressed in school uniform at all times. Only the prescribed uniform must be worn for internal and external examinations taking place in the school. i. The school uniform shall be worn throughout school hours and when students are representing the school or appear as a group in public.	I. Offenders shall be reprimanded and made to dress properly.

RULES	PUNISHMENT
ii. The girls' uniform must be sewn in the prescribed styles to the knee length without slitting, buttons or collars.	ii. Offenders shall be sent home. The students may be suspended for 2 weeks.
iii. Defacing and tearing of school uniform inside or outside the school shall be viewed seriously, particularly after completing any internal or external examinations.	iii. Offenders shall not be entitled to any documents, examination result, testimonials and recommendation from the school.
iv. Only a pair of small stud ear-ring is permissible for girls. Dangling ear-rings are not allowed.	iv. The offensive item (s) shall be seized and delivered to the Principal. Such items may be donated to charity/destroyed.
v. Girls must NOT wear any kind of make-up. The wearing of bangles, necklaces, chains, rings and/or any other adornment is not allowed. Painting of nails or wearing of artificial nails is not allowed.	v. Offenders shall be sent home (with a letter) and the offensive item(s) shall be confiscated/destroyed.
vi. Girls should wear their hair neatly without any attachments, including wigs or weave-ons. However, without prejudice to the above, bands or clips are allowed but should be plain blue, black, grey or white.	vi. Offenders shall be sent home immediately to come back properly dressed or made to serve punishment throughout the day, as prescribed by the School Management.
vii. Boys should tuck in their shirts while in school uniform. Sleeves should not be rolled. Slim fitted shirts, shorts/trousers are not allowed.	vii. Offenders shall be given a specified number of strokes of the cane, as recommended by the Principal or Vice Principal.
viii. Only-senior boys are permitted to wear trousers. Jeans and pencil trousers are not allowed. Boys \	viii. Offenders shall be sent home for the day and will only be allowed back in the school after wearing

RULES	PUNISHMENT
<p>should wear only black trousers or black shorts of knee length, without strips. Earrings, bangles and chains are not allowed. There shall be no sagging and or hipster wearing of shorts or trousers. Shorts and/or trousers must always be worn on the waist.</p> <p>Boys must have natural low hair cut (no designs) and must be clean-shaven (no wearing of beard).</p>	<p>the correct uniform. or made to serve punishment throughout the day.</p> <p>a. Boys that wear ear-rings shall be suspended for one term.</p> <p>b. Sagging: Sagging shall attract eight or more strokes of the cane depending on the frequency of the offence.</p> <p>c. Wrong hair cut shall attract eight or more strokes of the cane depending on the frequency of the offence.</p> <p>d. Any student with bushy hair will be sent home to cut the hair.</p> <p>e. Any student with a beard will be sent home to shave the beard.</p>
<p>ix. Students should wear only the prescribed school cardigans. Cardigans must not be worn under the uniform. Jackets are not allowed. School shoes/sandals must be black, with low heel. Laces must be black. Socks must either be white/black. Pantyhose are not allowed.</p>	<p>ix. Items of clothing and/or shoes worn by students which are not recommended, shall be seized and confiscated/destroyed by the School.</p>
<p>8. IDENTITY CARD</p> <p>i. Every student must always carry his/her identity card in the School.</p> <p>IDENTIFICATION</p> <p>ii. Every student must always give his/her true identity on demand, to known School officials</p>	<p>I. Violation shall attract a fine of N50.00 subject to review from time to time by the School Authority.</p> <p>ii. Violation shall attract suspension from classes for a minimum of two weeks in the first instance and the offender made to serve punishment as prescribed by the Vice Principal or</p>

RULES	PUNISHMENT
	Principal. Persistent violation may attract a stiffer penalty as may be deemed fit by the school authority.
9. DRIVING WITHIN THE SCHOOL PREMISES Students must NOT drive vehicles to, from or within the School premises.	Any student who violates this rule will be suspended for one week from classes. The car will be confiscated and parent will be invited for discussion and correction.
10. FOOD ITEMS AND DRINKS Food items and drinks should be purchased ONLY during break-time and after school hours. 10.1 Wrappers/containers of food items and drinks are to be deposited in dustbins designated for such. ii. Food items and drinks must be consumed in and around the kiosks area and cafeteria. iii. Food items and drinks must not be taken in or around the classrooms. iv. No eating or chewing in class during lessons. v. Permission should be obtained from the Principal where there is an occasion that may warrant celebration in the school 11. SCHOOL PROPERTY Students should : i. protect and handle all School	I. Any student who violates this sub rule shall pick litters during break time for two (2) days under the supervision of a prefect. ii. Violation may earn the student some strokes of cane when necessary or be made to do manual work at the discretion of the School Management. Iii. Any student who violates this sub-rule shall: a. pick litter b. be caned when necessary or be made to do manual work. iv. Violation may earn the student caning when necessary. v. Any student who violates this sub rule shall: a. pick litters b. be caned when necessary or be made to do manual work. i. Accidental damage of school property if promptly reported may carry no penalty. If a case of willful

RULES	PUNISHMENT
properties carefully.	or careless damage is established, this will lead to the payment for the repair of, or the replacement of the damaged property by the student(s). In addition, this may attract six strokes of the cane.
ii. not remove furniture from classrooms.	ii. Furniture removed shall be returned by the offender and thereafter serve some punishment at the discretion of the School Management.
iii. return all items of furniture used for purposes such as Prize-giving, sports or social events to the classroom after the events.	iii. Furniture removed shall be returned by the offender.
iv. not deface, mutilate, or damage wall(s), classroom(s) or building(s) or any other property.	iv. Students who violate this sub-rule shall effect necessary repairs/replacement and be punished thereafter at the discretion of the School Management.
v. Use toilet and other conveniences decently.	v. Offenders shall clean the toilet under supervision.
12. GENERAL CONDUCT 12.1 ISI places high premium on character and conduct. All students are expected to maintain cordial relationship. 12.2 Students should: a. behave properly in the School, at school functions and outside the school. b. respect and obey the School authority.	a. Offenders shall be punished by the school authority as deemed fit depending on the gravity of the offence. b. Acts of impudence to School authority Principal, Vice-Principal,

RULES	PUNISHMENT
12.3 Juniors should respect seniors.	Staff and Prefects shall earn substantial suspension or expulsion from school depending on the gravity of the offence. ci. Offenders shall be punished by the school authority as deemed fit depending on the gravity of the offence.
12.4 Seniors should protect juniors and be courteous to them. Under no circumstances should a senior student beat or bully a junior/fellow student.	ii. Beating or bullying a junior / fellow student shall earn suspension for not less than two weeks and where this is inappropriate, the offender shall be made to serve any other further punishment prescribed by the School authority.
12.5 Students must not extort money or any other items from fellow students.	iii. The offender shall be suspended for two weeks and shall refund money/items extorted. Parents of the offender shall also be invited for discussion and correction.
12.6 There should be no bullying, fighting or fagging.	
12.7 There should be no possession and/or use of illicit/unrecommended drug, alcoholic drinks, self medication or any other intoxicating item on the School Premises.	iv. Violation shall attract two weeks suspension or more depending on the gravity of the offence. v. Violation shall attract suspension for one term or expulsion from school depending on the gravity of the offence and the parents shall also be invited.
Students should refrain from misconduct / indecorous behavior, such as but not limited to:	
a. Vulgar acts or use of obscene language;	a. Offenders shall be given six strokes of the cane or as prescribed by the Principal.
b. Bringing instrument(s) of violence to school;	b. Instruments of violence or similar objects brought to school shall be

RULES	PUNISHMENT
	seized and handed over to the Security officer/Police. The offender shall be suspended forthwith from the school until the case is finally disposed. Parent(s)/ Guardian shall also be invited.
c. bringing explosives or throwing bangers in the school.	c. Offender shall be suspended from school for 2 weeks. Parent(s)/ Guardian shall be invited.
d. Pilfering or similar misconduct;	d. Pilfering of School or other students' property or items (held in trust) shall attract suspension depending on the gravity and re-occurrence of the offence. The erring students shall also return/replace such item(s). Parent(s)/Guardian shall be invited.
e. Violence or misbehavior of any kind.	e. Fighting or any other violent behavior may earn expulsion from the school depending on the gravity of the offence.
f. uncivil or unrestrained behavior during celebrations such as beating of or pouring of drinks, water, etc. on celebrants, debauchery or wild partying etc.	f. Violation shall attract two weeks suspension from school or expulsion depending on the gravity of the offence.
g. Sexual immorality/harassment within the school premises.	g. If the student is a boarder he/she will be deboarded immediately and rusticated for a term or expelled from school depending on the gravity of the offence. A day student will also be rusticated for a term or expelled from school depending on the gravity of the offence.
h. Physically manhandling the opposite sex.	h. Outright expulsion from the School.

RULES	PUNISHMENT
<p>NOTE:</p> <p>1. All aggrieved students should channel their grievances to the School either through the Principal or the Students Representative Council (SRC)</p> <p>2. All serious cases will be taken to the Students' Disciplinary Committee for consideration</p>	<p>ANY STUDENT SUSPENDED ON MORE THAN THREE DIFFERENT OCCASIONS DURING HIS / HER STUDENT-SHIP should not be h y p h e n a t e d AUTOMATICALLY EXPELLED FROM THE SCHOOL.</p> <p>Any group, club or society, which violates this rule shall earn any of the following depending on the gravity of the violation.</p>
<p>13. SCHOOL PUBLICATIONS</p> <p>13.1 All articles for School publications such as the Microcosm, Club / Society Magazines and Programmes of activities etc., must be submitted to the Principal through the Publication Committee for vetting and approval at least two weeks before such publications are printed.</p> <p>13.2 All such Magazines are to write on fair, factual and beneficial pieces and not to disparage, defame and/or insult students and/or staff.</p>	<p>I. Prohibition of production, distribution and sale of such publication(s);</p> <p>ii. Suspension of the writer of the offensive article from the school for two weeks; Reflection of the offence of the writer of the article in his/her testimonial(s), as well as those of the members of the editorial board.</p> <p>Any student who violates this rule shall earn any of the following depending on the gravity of the violation;</p>
<p>14. CLASS TESTS, EXAMINATIONS AND REPORTS</p> <p>14.1 Misconduct in assignments, tests, examinations and falsification of school records will be viewed seriously.</p> <p>14.2 The motto of the school is "INTEGRITY AND SERVICE"</p>	<p>I. Any student who cheats in class tests, assignments and/or project work, shall score zero and may be punished as deemed fit by the Principal</p> <p>ii. repetition of the class, for cheating in any internal examinations.</p>

RULES	PUNISHMENT
<p>14.3 INNOVATION".</p> <p>Students must work hard and be adequately prepared for class tests, internal and external examinations.</p>	<p>iii. suspension from the School for two weeks for tampering with or altering scores on scripts for test.</p> <p>iv. For established cases of cheating in any internal examination for JS3, SS3 and A-Level students: If the offence is committed in the first term, student will be suspended for one term and will only come back for the external examination.</p> <p>v. If the offence is committed in second term, student will be allowed to write the final examination but shall be made to serve any other punishment deemed fit, even after the examination.</p> <p>vi. Repetition of the class for altering scores in stint reports, marks book or report sheets.</p> <p>vii. Any student who cheats in any external examination shall have such offence recorded in his/her testimonial.</p> <p>viii. No student shall be allowed to repeat a class more than once. Failure after the attempt will result in automatic withdrawal of such student(s) from school.</p>
<p>15. OFFICERS</p> <p>15.1 Student(s) holding positions of responsibility in the school are expected to be above board.</p>	<p>Any misbehaviour from any of them may make such to forfeit his /her position.</p> <p>Any student who had been found guilty by the SDC for any offence</p>

RULES	PUNISHMENT
15.2 Candidates contesting for elective position eg SRC must be screened by the staff before the election.	would not be allowed to hold any position of responsibility in the School.
16. HEALTH RULES A student who is ill at home must not be brought to or allowed to leave home for school until he/she has recovered or there is remarkable improvement in his/her state of health. 16.2 Any student who becomes ill or sustains injury during school hours must report to the medical officer at the sick bay. Under no circumstances must there be any self-medication. 16.3 Without prejudice to the above, students (e.g. asthmatic patients) who are on medical prescriptions are required to inform the school authority. 16.4 In addition to the usage of such drugs, it is the responsibility of the parents/guardians to notify the school authority in writing about the state of health of their children/ward. 16.5 Students who have special health problems reported to the school authority may be barred from certain school activities.	Students who refuse medical attention/medication in the school will be sent home immediately. Unreported serious health problems when discovered may lead to the student being sent home compulsorily, and the parents communicated accordingly. The medical care of any student who develops accidental injury while in school shall be borne by the school, as much as its resources can permit.
17. CONDUCT OF JS3, SS3 AND A-LEVEL STUDENTS BEFORE, DURING AND AFTER EXAMINATIONS It is a grievous misconduct for a student to misbehave before, during or after external examinations (BECE, SSCE, IGCSE AND A-LEVEL)	Depending on the gravity of the misconduct, a student may be disallowed from further writing of such an examination. Also, a student found misbehaving after an external examination will be made to face the SDC. Such student will be punished as deemed fit by the school and it is only after serving this punishment that such a student may be given a testimonial and result(s).

RULES	PUNISHMENT
18. REGISTRATION OF EX-STUDENT FOR EXTERNAL EXAMINATION IN THE SCHOOL 18.1 Any Ex-ISI student wishing to re-register for WAEC or NECO must be prepared to pay all prescribed school and examination fees.	EVASION OF PUNISHMENT: Whoever evades punishment will be deemed to have forfeited his/her studentship. To this end, students will be made to sign an undertaking to be of good behaviour before the commencement of the examinations.
19. COMMUNICATION TO PARENTS/GUARDIANS 19.1 Parent/Guardian of any student who is arraigned before the SDC shall be briefed and invited to the school to sign for and collect necessary letter(s) conveying the decision of the SDC or acknowledges same by email. 19.2 Other forms of correspondence to parents in general e.g. newsletter, etc shall be collected by the students and signed for, on behalf of the parents, for onward transmission to the parents. It is the responsibility of the parent to request for the all important end-of-term package containing the newsletter, from their ward/child and go through same, for necessary information from the school.	1. Any student whose parent/guardian is invited by the school but refuses to show up shall be prevented from entering the school premises (if a day student) and the class (if a boarder) until the parent/guardian shows up in school to collect necessary letter/or acknowledges the receipt by email. ii. If the biological parent or lawful guardian of the student is impersonated, the student shall be rusticated from the school or punished as deemed fit by the school authority.
20. ENTRY AND EXIT BY STUDENTS 20.1 No student is allowed to enter or leave the school except through the school main gate.	Any student who violates this rule shall be suspended for one week in the first instance. Subsequent violation shall attract a stiffer punishment as may be meted out by the school authority.
21. CRIME Students who commit criminal offences (within/outside the school) such as stealing, assault, murder, rape, cultism, burglary, arson, possession or use of drugs /substance,	The Culprit shall be handed over to the U.I. security. After the completion of the criminal case in the court, the student may face the student disciplinary Committee for the misconduct element or be

RULES	PUNISHMENT
fire arms, or any other criminal act(s), shall be handed over to the police and thereafter, the misconduct of such shall be handled by the School.	expelled if convicted and sentenced/fined.
22 CLUBS AND SOCIETIES 22.1 Generally, all clubs and societies come under the supervision of teachers. 22.2 In a situation where designated students take the initiative to form an association, such must undergo due registration process by the school authority. 22.3 All other unregistered associations shall be illegal and are hereby proscribed.	An unregistered association shall be banned and members of such association may earn punishment as may be deemed fit by the school authority. Associations with clandestine activities shall be banned and members of such associations may be suspended for a minimum period of one session or expelled from the school, depending on the gravity of the offence. Violation of this rule will result in two weeks suspension with manual labour. An erring boarder will face the Students Disciplinary Committee to determine the appropriate punishment. An erring parent or visitor will be barred from visiting their child. Any boarder who violates this rule shall face the SDC to determine the appropriate punishment.
23. WITHDRAWAL 23.1 If any student wishes to withdraw from the school at anytime, the parent should send a written letter of withdrawal to the Principal and must undergo due process of clearance before final withdrawal from the school.	Withdrawal without a written letter, clearance and confirmation of withdrawal by the principal would attract continuous billing and inclusion on debtors list.

RULES	PUNISHMENT
24. BOARDING HOUSE i. Checking in and out a. Boarders will be checked into the dormitory a day before resumption on their arrival between 12 noon and 6.00p.m. Parents/Guardians/proxies should wait to sign the check-in register. b. Boarders will be checked out of the dormitories on the last day of the term or as deemed fit by management. They are to be collected and signed out by their parents/guardians. ADDENDUM Any student who does not resume on the resumption day can only be checked in between 2.00pm and 6p.m during week days or between 12.00 noon and 6pm on weekends. c. Boarders will be checked out of the dormitories at 12.00 noon till 6.00pm on any vacation day (including mid-term break) NOTE: THE SCHOOL WILL NOT ACCEPT RESPONSIBILITY FOR ANY BOARDER NOT PICKED UP AFTER 6.00 PM ON VACATION DAY. THE AFFECTED STUDENTS WILL BE LEFT WITH THE SECURITY UNTIL THEIR PARENTS COME FOR THEM.	I. Any boarder who arrives before 12 noon shall not be allowed in at the school gate. ii. Any boarder who reports after 6.00pm may not be allowed in at the school gate, otherwise it shall be on terms to be determined by the School Management. iii. Students not accompanied by a parent/guardian/privy will not be checked in. Any student who reports late after a week of grace without prior notification to the school will not be admitted into the boarding house. Boarders who persistently come late with sick certificates may be asked to withdraw from the boarding house on the ground. iv. Any boarder not collected on the last day of term will be taken care of at the expense of parent(s)/guardian. If repeated on two more occasions would no longer be accepted into the boarding house.
ii. Specific conduct for boarders a. All boarders are expected to be in their house wears immediately after school closure, or be properly dressed when in their rooms.	i. Any boarder who is not in the house wear shall not be allowed to take meal.

RULES	PUNISHMENT
<p>b. Only the house wears shall be worn to the cafeteria for breakfast, lunch and dinner/supper.</p> <p>c. All boarders must renew their boarding applications every term subject to satisfactory behaviour.</p> <p>d. All boarders must sign an undertaking to be of good behaviour. The boarding form shall be endorsed by their parent/guardian.</p> <p>24.3. Dormitory security</p> <p>(i) The female dormitory is out of bounds to male students and vice-versa.</p> <p>(ii) Visitors are not allowed into the dormitories.</p> <p>(iii) All dormitories shall remain locked during school hours.</p> <p>(iv) Boarders who are ill must report to the school nurse or such other school officer(s) during the school hours and thereafter to dormitory supervisors.</p> <p>(v) Under no circumstances shall a boarder remain in the dormitory during school hours.</p> <p>24.4 Visiting</p> <p>(i). Boarders are allowed to have visitors only during the third Saturday in the month between 12.00noon and 6.00p.m. All visitors must obtain clearance from the house parents. All visitors must be received/attended to only in the designated places.</p> <p>(ii). Dormitories are out of bounds to all day students.</p>	<p>ii. Violation of this sub-rule may lead to forfeiture of the boarding space of the boarder concerned.</p> <p>iii. Violation of this sub-rule may lead to forfeiture of the boarding space of the boarder concerned.</p> <p>iv. Erring students may be suspended from school for two weeks. An intruder shall be handed over to the Law Enforcement Agent.</p> <p>a. An erring boarder may be suspended from the dormitory for a week while an offending visitor may be given a written warning and subsequently barred from visiting for a term if such persists.</p> <p>b. Erring student(s) may be suspended from school for two weeks.</p>

RULES	PUNISHMENT
<p>(iii) In case of emergency, parents/guardians who wish to see boarders during the week must obtain permission from the Principal.</p> <p>24.5 Exeat for boarding students</p> <p>(i) Any parent who wants an exeat for his/her child should write a letter and address same to the Principal, giving a minimum of one week notice before the due date.</p> <p>(ii) Exeat shall only be granted for any of the following causes:</p> <p>a. Appointment at the embassy</p> <p>b. To sit for an examination/test</p> <p>c. For medical appointment</p> <p>Parents are to note that exeat shall not be granted to any boarding student to attend family social event</p> <p>24.6 Meals</p> <p>(i) All boarders must observe the following periods:</p> <p>Breakfast 7.00am - 7.30a.m.</p> <p>Saturday & Sunday 8.30am - 9.30a.m</p> <p>Lunch 3:00pm - 3:45p.m.</p> <p>Supper 6.30pm - 7.10p.m.</p> <p>(ii). No meal shall be taken to the dormitories except in cases of students being certified ill and unable to go to the cafeteria.</p> <p>(iii) On no account should cooked food brought by parents or any visitor be taken to the hostels.</p> <p>(iv) Only parents/guardians can bring food for a boarder during visiting days, after tasting same first.</p> <p>(v) No cooking of any sort is allowed in</p>	<p>c. Erring student(s) will be suspended from classes for one week and made to serve punishment as prescribed by the Principal.</p> <p>a. Any boarding student who has not been granted exeat and is forcefully taken out of the hostel by the parent/guardian shall automatically be de-boarded.</p> <p>b. Any boarding student who sneaks out of the hostel shall automatically be de-boarded.</p> <p>Failure to adhere to these periods will make the student forfeit his/her meal.</p> <p>Any offending student will be made to do manual work in the school.</p>

RULES	PUNISHMENT
<p>the dormitory.</p> <p>24.7 Boarding Requirements</p> <p>(i) All boarders are expected to bring all the prescribed boarding items:</p> <p>(ii) School cardigan is compulsory for all boarders and is to be purchased from the school at recommended price.</p> <p>(iii) Receipt of payment of boarding fees and all the required materials must be brought before a student can be allowed into the dormitory.</p> <p>24.8 Study Hours</p> <p>a). All boarders must observe the following study hours: O/Level students 7.15pm - 9:00p.m A/Level students 7.15pm - 11:00p.m Other periods to be observed:</p> <p>b). Siesta: 4:30 - 5:00p.m (Silence time is compulsory for all boarders).</p> <p>c). Games: 5.30 - 6.15p.m (longer time during competitions).</p> <p>24.9 Cleanliness</p> <p>Dormitories must be kept clean, beds properly made, lockers kept clean and tidy. Toilets must be decently used. Students must not deface walls.</p>	<p>a. Any boarder who does not possess all these items shall not be checked in.</p> <p>b. An offender of this sub rule may forfeit his/her boarding space.</p> <p>c. Any item other than the prescribed ones shall be seized and given to charity/destroyed.</p> <p>Failure to observe these periods shall attract punishment as deemed fit by the school authority.</p> <p>Violation will earn scrubbing of the floor of the dormitory and washing of toilet under the supervision of the house parent/supervisor. Defaced wall will be painted by the parents/guardian of offender.</p>

RULES	PUNISHMENT
<p>25. Senior / Junior Relationship in the dormitory</p> <p>a. Seniors and Juniors are expected to live in harmony.</p> <p>b. Juniors are expected to relate with the seniors with respect.</p> <p>c. Seniors are expected to be courteous to Juniors and show them brotherly love.</p> <p>d. Seniors should not send Juniors on errands like fetching water, washing and ironing clothes, carrying food, buying snacks etc.</p> <p>e. There shall be no bullying, fagging, fighting, smoking and drinking of any type of alcohol or the use of or unprescribed "hard" drug in the dormitories.</p> <p>26. House wear</p> <p>All boarders must always put on house wears immediately after school hours except on Sundays when they should put on white, for Sunday services.</p> <p>All boarders shall change to their house wears immediately after Sunday service.</p> <p>At all times boarders shall be properly dressed when in their rooms.</p> <p>26.1 Electronics and Electrical Appliances:</p> <p>The use of cassette players, walkmans, electric stoves,</p>	<p>a. Offenders shall be punished by the school authority as deemed fit.</p> <p>b. Offenders shall be punished by the school authority as deemed fit.</p> <p>c. Offenders shall be punished by the school authority as deemed fit.</p> <p>d. Violation shall attract one week suspension from classes and made to serve other forms of punishment depending on the gravity of the offence.</p> <p>e. Violators shall be de-boarded from the hostel immediately.</p> <p>Punishment shall be meted out as deemed fit by the Principal or house parents for violators of this sub-rule.</p> <p>Such electronic/electrical appliances/gadgets if found with any student, shall be seized and</p>

RULES	PUNISHMENT
boiling rings/heaters, phone, laptop other electronic gadgets etc is not allowed in the boarding house. The usage of phones, laptops and other electronics gadgets by the A-Level students will be strictly controlled by the school.	returned at the end of the session. Transistor radio used at wrong time shall be seized.
26.2 Communication with Parents/Guardians of Boarders Such correspondence may be through the boarders' parents' phone numbers or e-mail whichever is most appropriate in the circumstance, or a combination of such.	

- 1. MANAGEMENT IS EMPOWERED TO HANDLE ALL CASES OF MISCONDUCTS NOT CAPTURED IN THE CURRENT STUDENT RULES AS DEEMED FIT.**
- 2. THERE RULES SHALL BE REVIEWED EVERY FIVE YEARS.**

SCHEDULE 1. INTERPRETATION

In these rules and regulations, unless the context otherwise requires, the following expressions have the meanings hereby assigned to them respectively.

“Board of Governors” Means the body constituted for the running and management of the school.

“Boarder” means a student other than a day student who resides in the boarding house provided by and under the control of the school.

“boarding house” means the dwelling place of students within the school premises or any other place (s) so designated by and which are under the control of the school.

“dormitory” means the hall of residence provided for male and female students resident in the school .

“dormitory supervisor” means any person who is saddled with the responsibility of supervising the activities of students in the dormitories and boarding house after the school hours.

“matron” means a female teacher or any other female staff who is made to see to the welfare and general administration of female boarders.

“notice” means notice in writing.

“Students Disciplinary Committee” means the committee set up and saddled with the responsibility of correcting the misbehaviour of students.