

Partnering in Education: Guidelines for Parents

"Education is a shared commitment between dedicated teachers, motivated students, and enthusiastic parents." When parents actively support learning at home and collaborate with schools, students achieve better results and holistic growth.

****Ensure Punctuality and Regular Attendance****

Make sure your child arrives on time and attends school regularly to avoid missing important lessons and activities.

- **A minimum of 75% attendance is mandatory for students to be eligible for examinations.**
- Regular attendance ensures academic continuity and better learning outcomes.
- Inform the school in advance for planned absences and **immediately** for emergencies/illness.
- In case of medical emergencies, proper documentation must be submitted to the school.

2. *Communication Protocol*

Stay in touch with teachers to monitor your child's progress, address concerns, and stay informed about school activities.

- **Designated Channels:** Use official platforms (e.g., school apps, emails, or front desk) for communication. Avoid contacting teachers/staff directly via personal numbers/social media.
- **Timely Responses:** Acknowledge school communications within 24–48 hours.
- **PTM Participation:** Attend scheduled parent-teacher meetings and avoid unscheduled visits unless urgent.

3. Parents' Visit

- Visits should be during designated hours with a prior appointment.
- All visitors must report to the reception and follow security protocols.
- Classroom visits during school hours are not allowed.

4. Early Leave Policy During All Exams

- **No early leave will be permitted during major or minor exams.**
- Leaving early disrupts the exam environment and affects students' performance.
- **Exceptions will be allowed only for medical emergencies with valid documentation.**

5. Respect For School Policies and Staff

- **Code of Conduct:** Interact respectfully with staff, students, and other parents. Aggressive behavior (verbal/physical) will lead to disciplinary action.
- **Grievance Protocol:** Raise concerns formally via the grievance cell/ School diary/ mail etc .

6. Academic Engagement

- **Homework Support:** Guide children but avoid completing assignments for them.
- **Progress Monitoring:** Regularly check school portals for updates on academics, assignments, and behavior.

7. Health & Safety Compliance

- **Sick Child Policy:** Keep children home if they exhibit contagious symptoms (fever, rash, etc.).
- **Emergency Contacts:** Ensure emergency details are updated promptly.

8. Financial Responsibilities

- **Fee Payment:** Adhere to fee deadlines. Timely payment ensure uninterrupted access to school services.
- **Transparency:** For any query about the fee structure, Please reach out to the account office.

7. Event Participation

- We encourage you to attend mandatory events like orientation, PTMs, and annual functions etc.

8. Encourage a Balanced Lifestyle

- Promote a healthy balance between academics, extracurricular activities, and rest to avoid burnout and stress.

9. Promote Positive Behavior and Respect

- Reinforce the importance of respect, kindness, and good behavior toward teachers, peers, and school staff.

10. Monitor Screen Time and Technology Use

- Please Set limits on screen time and guide your child to use technology responsibly for educational purposes.

11. Adherence to Disciplinary Policies

- **Uniform/Dress Code:** Ensure children follow guidelines (e.g., trimmed hair, no jewelry).
- ***Prohibited Items*:** Do not send children with **gadgets, junk food, or valuables** unless permitted.

12. Provide Emotional Support and Encouragement

- Be a source of motivation and encouragement, helping your child navigate challenges and celebrate achievements.

13. Stay Informed About School Policies

We kindly encourage you to familiarize yourself with the school's rules, policies, and expectations to ensure your child adheres to them and avoids unnecessary issues.

By following these guidelines, parents can play a crucial role in supporting their child's academic and personal growth.

“Together, we shape the future—parents and schools, hand in hand.”