

In the interest of imparting overall development, sound education, moldings the character and personality of your child and for efficient management of the school, a meaningful rapport between the Parents and the School must exist.

We, therefore, advise parents as follows :-

1. Show trust and faith in our institution where your ward is studying.
2. Shannen kid's is an English medium school and therefore your child will need to communicate in English. Encourage your child to do so.
3. Co-operate with the school in its attempt to help their child in progress by paying attention to their regularity, punctuality and discipline and taking keen interest in their work.
4. Inculcate discipline, good manners, habits of orderliness, neatness in person and dress and above all, influence your child to become a law abiding and worthy citizen of the country. Take pride in sending your child neatly dressed in the prescribed school uniform.
5. In the interest of your child's regularity, send a leave note for his/her absence.
6. Acknowledge all communications, circulars, etc addressed to you and respond promptly. While corresponding with the school, parents are requested to mention the standard and division in which their child is studying.
7. Look into the child's diary everyday and see whether assigned homework is done and acknowledge the note from school.
8. Ensure that your child has the required books and stationery, properly covered and labeled.
9. Do not allow your child to carry mobiles or any electronic gadget to school. Strict action will be taken against students violating this rule.
- 10. Please download the School Mobile application for communication from school as all instructions will be uploaded on it.**
11. Do not enter the classrooms or make telephone calls to contact your child or any other child or teacher during school hours. In case of emergency, please approach the Administrative office. Parents should meet the teachers, supervisors or principal during the office visiting hours with prior appointment.
12. Intimate in writing if your child has to be absent from school giving reason. Please do not send your child to the school if he / she is suffering from a contagious disease.

" Children are great imitators so give them something great to imitate. "





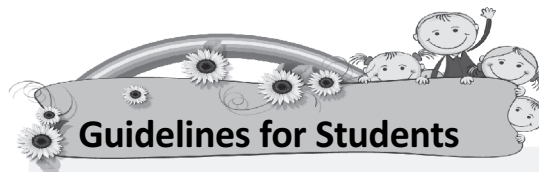
13. Send a proper note duly signed if your child is required to leave the school for any urgent work. Without this he/she will not be given permission to leave the school.
14. Attend the PTM (parents teachers meeting) This is mandatory to know about their ward's progress.
15. Encourage your child to take active part in competitions and extra curricular activities.
16. Encourage self-help at work and study so that your child becomes a resourceful and useful member of the society.
17. If any disciplinary action is taken by the school against any student, it is for the benefit of the student, which had to be taken in a positive sense.
18. Promptly inform the class teacher about the change in address, telephone number etc.
- 19. Pay fees regularly as per the schedule given.**
20. School shall not be held responsible for any mishap during commutation (Transportation).
21. The school welcomes and appreciates suggestions (preferably in writing) if made in the right manner and spirit. However, interference in the daily running of the school will not be appreciated.
22. Do not enter in any kind of personal, financial transaction with any staff member. In such an event, the school will not be responsible.
23. Refer to the school diary before making inquiries over the phone.



- Admission is done irrespective of caste, colour and creed
- Admissions are done on selection need basis and on individuals attainments/achievements.
- If you wish to withdraw your child fill up the L.C form at school office before the 1st inst. fee payment.
- The parent must give a prior application in writing for the withdrawal of the student. No transfer certificate shall be issued unless all dues to the school have been cleared.

" To be in your children's memories Tomorrow, you have to be in their lives TODAY. "





- It is mandatory for a student to carry the school diary everyday.
- Care must be taken of all school property, no student should scratch or damage school furniture, write or draw anything on the walls, damage things belonging to the school or to others. Any damage done will be repaired by the offender.
- The child should bring bag & a water bottle everyday.
- All articles that a child carry must have a name tag.
- Leave of absence is not granted except on PRIOR WRITTEN APPLICATION from parent/ guardian except in case of unforeseen circumstances.
- All students are expected to attend class on the first and last day of the school before every break/vacation. Your child will not be handed over to any person, even in an emergency without a signed consent note from the parents. This consent has to be sent with the child preferably on the previous day.

Personal Hygiene / Appearance / Dress

- a. Students are expected to maintain proper hygiene i.e. they should trim & clean their nails, wear fresh clean clothes and carry a handkerchief all the time.
- b. Boys are required to have well trimmed hair, properly brushed and combed. Sporting long hair/hairstyle is strictly forbidden.
- c. Girls with long hair must have them tied up neatly with black ruffle, ribbon or hair band with regular and PT uniform. Ornamental clips and heavy jeweler are not allowed.
- d. Uniforms must be well ironed to ensure a smart, well groomed & presentable personality.
- e. Shoes should be well polished.
- f. Failure to comply with these regulations may result in the student being sent home after two warnings. He/She will then be marked absent.
- g. Students should compulsorily wear their I-cards everyday.

Late Arrival In School

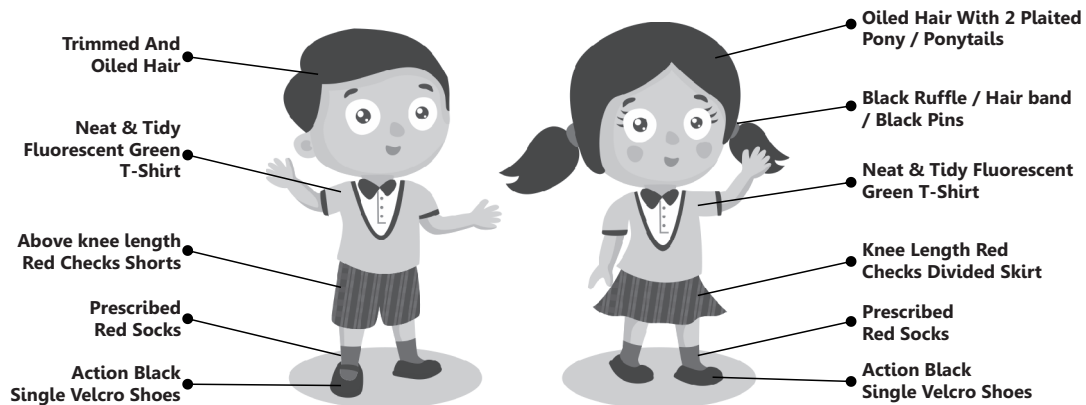
1. The school gate gets closed 5 minutes before the commencement of school.
2. Students arriving late will be not allowed to enter the school.
3. Necessary disciplinary action will be taken against habitual late comers.
4. The vans, buses will not wait for late comers.

" Let us sacrifice our Today so that our children have a better Tomorrow. " - APJ



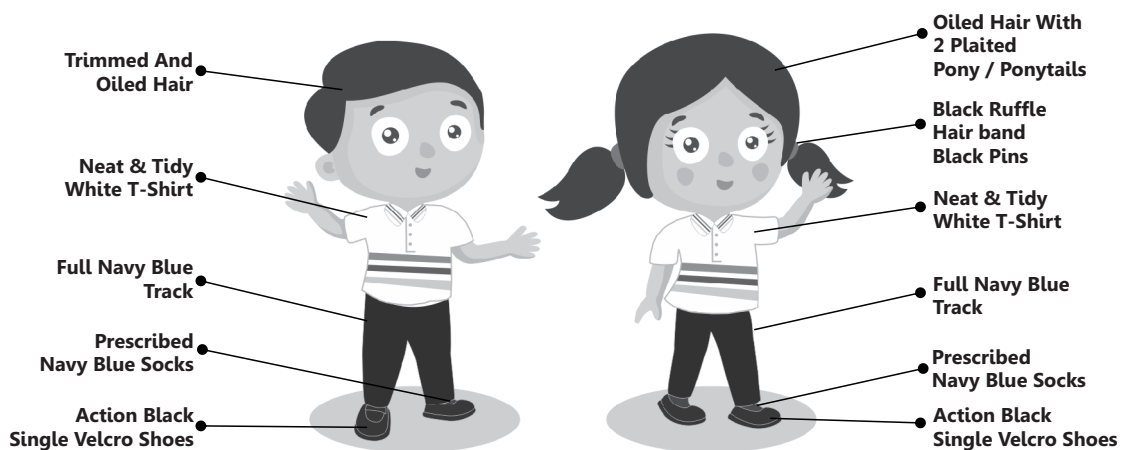


REGULAR UNIFORM



- Students Are Expected To Come In Proper And Complete Uniform to School At All Time.
- Uniform Needs To Be Well Maintained And Clean.

P. T. UNIFORM



- P.T. Uniform to be worn on every Tuesday & Thursday
- WINTER UNIFORM :- In winter, full pants and Sweater will be there for girls and boys.





1. JC group of schools are acting under the authority of the managing committee of JC group of schools.
2. All the schools strictly follow norms and guidelines of CBSE / GSEB as applicable to school.
3. The aim of JC group of school is to strike a balance between academic work, moral, spiritual and physical education and the pursuit of leisure activities.
4. Schools are committed to high standard of teaching and care.
5. Parents are expected to give their support and encouragement to the aim of schools and to uphold and promote the good name of the school. Teachers are the best judge to access student's academic strength and weaknesses.
6. It is obligatory for the students to obey advice, instructions and do all that is necessary to improve the academic performance which is required.
7. Parents must also adhere to suggestions made by the teachers to ensure their wards' academic progress and regular attendance.
8. Parents must inform the principal in writing if the students have any known medical condition/ disability or health problems or is unable to take part in physical education or has been in contact with infectious disease.
9. The students must not be sent to school if unfit to attend or is suffering from any serious contagious disease.
10. The students are expected to participate in all activities of the school to attend school every day and expected to be well behaved and respectful to school community and environment.
11. All the students and parents are required to abide by the code of conduct as defined in the school dairy.
12. School campus is a large space with trees and open playing spaces. Animals like monkeys and dogs may be seen in the campus; however staff takes utmost care to keep the campus safe and free from such menace.
13. The schools conduct various activities during and after school hours including out of school activities and will take all reasonable steps to provide a safe and secure environment for all the students who participate in these activities. However the school shall not be held responsible for loss, damages, personal injury, sickness, death or property damage which the students may sustain or which may occur accidentally as a result of his/her participation in school activities.
14. Parents acknowledge that the school and its management /principal /teachers staff shall not be held responsible for event that may occur within the school campus which is beyond the responsible control of the school.

