

SEETA PARENTS PRIMARY SCHOOL

SCHOOL RULES AND REGULATIONS

CORE VALUES;

- **CIVILITY AND THE FEAR OF GOD**
- **HARMONIOUS LEARNING ENVIRONMENT**
- **DIVERSITY AND RESEARCH**
- **SELF ESTEEM AND CREATIVITY**
- **HYGIENE AND GOOD HEALTH**

SCHOOL MISSION: TO EDUCATE A LITERATE GOD FEARING AND ACCEPTABLE MEMBER OF SOCIETY

SCHOOL VISION: MOLDING TO PRODUCE A HOLISTIC CITIZEN IN TODAY'S GLOBAL WORLD

PREAMBLE:

WE THE PARENTS AND ADMINISTRATION OF SEETA PARENTS SCHOOL,

BEING the primary stake holders in the education of our children at Seeta Parents School,

CONCIOUS that of the need to bring up our children in an all-round manner, intellectually, morally and physically.

DESIROUS and COMMITTED to work in jointly in the noble cause of educating our children,

DO HEREBY, solemnly, enact, adopt and give to ourselves and the learners at Seeta Parents School these regulations this day of, the year

1.0 PUNCTUALITY

- 1.1 All children shall report on the first day of the term between 8:00am and 5:00pm.
- 1.2 Failure to do so, the parent must communicate or report the following weekend for boarders and Monday for day scholars respectively.
- 1.3 Any pupil who fails to report within the first two weeks of the term will lose the vacancy.
- 1.4 Dropping and picking of day scholar children must be done with security cards acquired from school and on time as by the school routine. Picking of children should be done not later than 6:00pm, or else a fine of 10,000/= will be paid per child.

2.0 LANGUAGE

- 2.1 The official language in this school is English. All pupils shall be required to communicate in the English language while at school.
- 2.2 Defaulters will be made to write apology letters to the school administration through the respective prefect and teacher on duty.

3.0 ACADEMIC PERFORMANCE

- 3.1 Learners should strive to produce quality work in the classroom by completing the given exercises, tests, homework and holiday work.
- 3.2 Any child who fails to abide by this regulation will be warned or handed to the Director of Studies and the parent will be invited to intervene.
- 3.3 Promotion to the next class in based on 60% average.

4.0 DISCIPLINE

- 4.1 Antisocial behavior such as teasing, bullying, fighting, vulgar language, noise making, disrespect of authority is not allowed in school.
- 4.2 Defaulters of all school rules shall be punished by **disciplinary action including suspension and dismissal** as under rule.
- 4.3 Sexual immorality such as homosexuality, lesbianism and Boy Girl relationships are strictly not acceptable in school. Any child found guilty will automatically fetch suspension.
- 4.4 Any pupil who steals, attempts to steal or knowingly receives stolen school or personal property shall suffer suspension or replacement with a new item upon being caught.
- 4.5 No pupil is to leave school without written permission from the administration.
- 4.6 Any child who escapes from school shall face a suspension determined by the administration.
- 4.7 Trading i.e. buying and selling of any kind is strictly forbidden to pupils! Any pupil found guilty of this offence will face penal action as will be determined by the school administration.
- 4.8 Distribution of any form of literature is permitted by top management.
- 4.9 Private lamps and candles are prohibited.
- 4.10 Sharing of beds is prohibited.

5.0 SCHOOL DUES

- 5.1 All termly dues must be fully completed before the term ends using the child's school identification number. Fees problems are solved a week to the start of term. Forgery of any nature **shall lead** to police action.
- 5.2 Failure to pay all fees by end of term, your child will be retained and a fee of 10,000/= (ten thousand shillings) charged per day.
- 5.3 No school fees refund shall precede child withdrawal from school.

6.0 DRESS CODE

- 6.1 Pupils should be smartly dressed in school uniform throughout school hours, when going for or coming from holidays.
- 6.2 All parents are expected to dress decently while coming to school. Indecent dressing will cause denial of entry into the school premises.
- 6.3 No pupil is allowed to keep long hair. All pupils should have ¼ inch well kempt hair.

7.0 WELFARE

- 7.1 All school meals are compulsory to all pupils. Any pupil that will get meals outside school meals will face disciplinary action.
- 7.2 All pupils must undergo thorough medical checkup before reporting to school. No child will be allowed in school without a medical form duly filled by qualified medical personnel.
- 7.3 All medical problems, appointments and drugs must be registered to the school nurse on the reporting date.

8.0 HEALTH:

- 8.1 All medical complications should be addressed to the school nurse.
- 8.2 In the event of any accident, first aid will be provided. Parents will always meet hospital charges in case of referral.

9.0 RELIGION

- 9.1 All pupils should strictly adhere to their religious denominations. Parents should confirm/ascertain their children’s religious denomination. With the authorities concerned.

10.0 SCHOOL PROPERTY

- 10.1 School property should be respected and handled with care. Any careless and intentional damage to property is punishable with a fine for repair or replacement.

11.0 SCHOOL DAYS.

- 11.1 All school functions and official days such as visitation, class days, class meetings and general meetings are compulsory to all parents.
Any child whose parents do not adhere to the school programme, will have the parent invited to the Head teacher’s office for explanation.

12.0 SECURITY

- 12.1 The safety of all children after school is vested in the parents. Pupils are not expected to loiter after school. Learners should keep within the school premises at all times.
12.2 Parents should sign out at departure.

13.0 SCHOOL REQUIREMENTS

- 13.1 All school requirements must be presented to the school staff concerned on the first day of the school term. Personal requirements must be labeled with bold names of the child.
13.2 Un authorized gadgets/ materials such as phones, CDs, radios, cameras should not be brought to school. Such gadgets will be confiscated and culprits will face disciplinary action.
13.3 All learners should present school extra cellular requirements as per lists attached.

14.0 GRIEVANCES

- 14.1 Parents and pupils should express their grievances through the right established channels in the school. Such channels include suggestion boxes, prefectorate body, disciplinary committee and feedback forms given, or reach offices at sections.
14.2 Direct confrontation of parent to staff, parent to parent or parent to pupil may invite police intervention.

15.0 CO-CURRICULAR ACTIVITIES.

- 15.1 Co-curricular activities are compulsory to all learners. Every child **shall** belong to at least one club in the school.
15.0 Learners, staff and parents, will uphold the school core values, vision and mission.

CONCLUSION

I a parent to of (Class) have read and clearly understood the school rules and regulations and I am ready to abide by them.

NAME & SIGNATURE (SPPS OFFICIAL) _____

PARENT’S/GUARDIAN’S NAME & SIGNATURE

PUPIL’S NAME