

## **GUIDELINES FOR PARENTS/GUARDIANS**

- \* Closely monitor your ward's progress by checking the messages in the school diary everyday and paying attention to their punctuality, discipline and submission of school assignments. Parents are requested to use the space provided in the diary for any communication with the teachers.
- \* Encourage your ward to take full responsibility of his/her studies through a balanced interest in curricular and co- curricular activities including sports.
- \* Inform the school if there is any change in address, telephone numbers and bus route.
- \* Always Ensure that your ward does not bring expensive items, electronic items, cell phones etc. or large sum of money to school. The school bag should be randomly checked to ensure the same.
- \* Explain to the child the need to look after his/her belongings. The school does not accept responsibility for any item lost in school. All articles belonging to the child should have identification details.
- \* Ensure that your ward is in proper school uniform. No fancy jewelry like danglers, trinkets, rings etc. should be worn by girls/boys.
- \* Support and co-operate with the school authorities in enforcing discipline by making sure that your children attend school regularly, do the assignments, devote sufficient time for reading and revising their lessons at home and take interest in all the activities of the school.
- \* Ensure that during your ward's absence from school, work done in the class is made up for with the support of teachers
- \* Provide a supportive value-based environment to your ward at home. Using discretion and parental judgement keep track of your ward's mental health and emotions.

- \* Monitor the Internet sites being visited by your ward and limit television viewing to appropriate programmes.
- \* Sign the marked answer scripts of assessments that are sent home and return to the school within three days of the date of issue.
- \* Sign in blue or black ink all the reports, notices and class work/books of your wards when required to do so.
- \* Discourage your ward from taking leave before the commencement of examinations as these days are important as far as preparation is concerned.
- \* Avoid any kind of criticism of the child's teacher or the school in his/her presence as children may lose respect for their teachers and consequently fail to learn from them.
- \* Be formally dressed when you are in the school premises.