

INSTRUCTIONS FOR STUDENTS

- Students are advised to be regular, punctual and attend all online classes.
- The students should be neatly dressed at all times. It is mandatory to wear the school uniform on all working days, for all the periods scheduled for the day.
- If the students does not attend the first period of the day, she will be marked absent. She will not be allowed to attend any class on that day.
- Parents are requested not to take their children on vacation before the set date nor to extend the vacation.
- Students who have been absent from class must state the reason for their absence in the official class group. Only hand written applications signed by the parents will be accepted. If the student is absent due to illness, an application and medical certificate should be posted in the class group.
- Prior permission must be taken from the Principal in case of any leave required during working days.
- Every student is advised to join the classes with her own name and id, it is compulsory to join the official class Whatsapp group with only one phone number.
- It is suggested for the students to mute and unmute as per the teacher's instructions.
- It is mandatory to switch ON the camera during the class.
- Good connectivity should be ensured during online classes.
- A congenial ambience should be assigned to the student to attend all her classes.
- The students are advised not to indulge in any private chats during the class.
- The students should send no personal messages to the teachers.
- All messages should be sent on class groups as per the instructions.
- No messages should be posted beyond 4 P.M every day. No messages should be posted on Sundays.
- No Student Should exit the class unless the class is over.