



# **Vikhe Patil Memorial School**

**Pune**

**Discipline Policy (2021-22)  
Applicable while on  
Campus & in School  
Transport**



School timings are 7:40am to 2:20pm.

The school gates will be closed at 7:45 am and latecomers will be sent home.

No child should be late after any break or Co-Scholastic Period or Mass Drill

# RESPECT TOWARDS SELF UNIFORM

- ▶ Students must wear neat and clean uniform with their ID card. It is mandatory for students to wear P T uniform on the days of activities including club activity days.
- ▶ School uniform on Month End Meetings, Report Days, Functions, Competition, All Exams..
- ▶ Students should come to school with their hair well groomed. No fancy hair cuts, spikes, hair do or colouring of the hair is permitted. Girls must wear hair bands and tie ribbons. Plastic hair bands are not permitted.
- ▶ Boys need to be groomed well, shave regularly. No stubble or beards will be permitted.
- ▶ Not more than one pair of earrings ( studs) will be permitted in school. Jewellery or any form of accessories eg. Bracelets, chains, religious cords, nose rings, fancy watches( only black or brown leather strapped analogue watches from Std. IX onwards are permitted)

- ▶ It must be remembered that a school student is identified by his/ her school uniform by the general public at all times.
- ▶ Whenever the child dons the school uniform, every single rule of the code of conduct is applicable irrespective of whether the child is on the street, in a private car, or on the school campus.
- ▶ He/she must behave as is deemed fit of a Vikheite at all such times.
- ▶ Parents are urged to instill this discipline in their wards.

# USE OF VERNACULAR LANGUAGE

Conversing in English language is mandatory within the school campus

No use of other vernacular language shall be permitted.

# MISSING OF CLASS

Students must use the class out pass for movements outside class or a written note from the concerned teacher. No child should miss any class.



# CONSEQUENCES

- ▶ Two instances of any of the mentioned points like improper uniform, use of vernacular language may be condoned. A Record of the same will be made in the House 'Concerns' Register and Anecdotal Records by the Class teacher or observing teacher.
- ▶ The third instance will result in forfeiture of the games and activity periods for a month. The child will be placed under observation for two weeks after this period. Observation sheet will be signed by the Class Teacher, Section Co-ordinator and House Mistress on a daily basis. Five points for misconduct will be deducted from the House Conduct Cup.

# RESPECT TOWARDS OTHERS

## Code of Conduct

- ▶ Teasing
- ▶ Excessive teasing especially by calling names.
- ▶ Obscene gestures





# MISBEHAVIOR IN SCHOOL

- ▶ Shouting and hooting inside the class or in the corridors or other amenity areas.
- ▶ Being in any unassigned area except the given classroom/ floor/ laboratory unnecessarily



# CARE OF SCHOOL PROPERTY

- ▶ Any damage to School Property like lockers, furniture, interactive panels, curtains, cupboards, computers, laboratory apparatus, musical/ sports equipment etc...



# CONSEQUENCES

- ▶ In case of disrespect to any of the above mentioned categories parents will be called in the first instance, a meeting with the Class Teacher and the Coordinator. A Record will be made in the House 'Concerns' Register.
- ▶ On the second instance, parents will be informed about the same and the student will be debarred from all school activities for one month. Student will be placed under observation. The name of the student will be entered in the Misconduct Register by the Class/ observing teacher.
- ▶ \*For each misconduct five house points will be deducted.
- ▶ Subsequent instances will attract suspension for two days and forfeiture of all school activities for three months.



# CONSEQUENCES

- ▶ If any student is found in possession of any kind of Electronic Gadget, without permission, it shall be confiscated AND WILL NOT BE RETURNED TILL THE END OF THE ACADEMIC YEAR.

# ZERO TOLERANCE POLICY



# PHYSICAL & EMOTIONAL VIOLENCE/ HARASSMENT

- ▶ No initiating, instigating, retaliating and reacting
- ▶ No physical violence will be tolerated.
- ▶ No mental or emotional harassment shall be tolerated. This might appear in verbal, written or non verbal cues.



# BULLYING OR FOUL LANGUAGE

- ▶ Students found engaged in the act of bullying, using foul language or involved in any unacceptable behavior against the school policies will be strictly dealt with.





# DISRESPECT FOR TEACHERS

- ▶ Passing derogatory remarks
- ▶ Making Unacceptable gestures
- ▶ Commenting on Teachers and calling names.
- ▶ Intentional inattentiveness caused through distraction during regular classroom or online lessons.



# INTRODUCTION OF: NO TOUCH POLICY

- ▶ The School Administration shall enforce very strictly, an absolute “NO TOUCH POLICY”
- ▶ Students shall not be permitted to touch any other school mate, his/her belongings, at any given point in the school campus and while on the school transport.
- ▶ Students shall be expected to maintain a 3 metre distance from every/ any other individual on the campus at any given time and place.
- ▶ Parents are urged to assist their ward’s understanding and need for the same.

# CONSEQUENCES

- ▶ On the first instance itself the child will be suspended for 2 days for foul language and showing disrespect to teachers
- ▶ 7 days suspension for Physical violence/ Mental Harassment /Bullying. Student will also be debarred from all school activities for a month. This shall be applicable for the perpetrator as well as the victim if found retaliating.
- ▶ Name of the defaulter will be entered in misconduct register.
- ▶ The student will be assigned a social task/ assignment to be carried out during the period of suspension. Further, the child will have a daily chart of work to be accomplished, checked and signed by parents and produced on the day of resuming school.

# CONSEQUENCES

- ▶ Suspended children will be placed under observation and will be required to fill the daily tally chart and have it signed by the Class teacher, Section- Coordinator, House Mistress and parents every day for a period of one month.
- ▶ On the second instance the student will be suspended for 7 days. After the completion of the specified period he/she will be placed under observation for a month.

# CONSEQUENCES

- ▶ A child under observation will be kept under a mentor.
- ▶ Every suspended child's name will be entered in the Misconduct Register.
- ▶ For each misconduct five house points will be deducted.



# THANK YOU

VIKHE PATIL MEMORIAL SCHOOL