

Recess

- All food and drinks must be consumed in the designated areas. Strictly no eating in classrooms.
- All litter (eg. wrappers) must be disposed into the litter bins placed outside the classrooms and hallways.
- Pupils are allowed to play at the designated areas during recess (i.e. school field, play areas, activity rooms).

Proper Uniform

- Pupils are to wear the prescribed school uniform and modification to the uniform is not allowed.
- Headgear of any type (including headbands, hoods, hats/caps,) is not allowed in school.
- Pupils must wear black shoes.
- No colorful laces are allowed.
- Only navy blue socks are allowed. Socks with trimmings, printed brand names are not allowed.
- All pupils should be in their PE attire on days they have PE lessons. They are allowed to be in PE attire throughout the school day.

General Appearance

Girls:

- Only black and dark blue hair clips, ribbons and hair bands are allowed.
- No bracelets, rings, necklaces, chains, brooches, wristbands are to be worn with the school uniform.
- Only plain ear studs are allowed. No fanciful or colorful earrings/ ear studs are allowed.
- Only one ear stud is permitted on each earlobe.
- No nail polish is allowed.
- No make-up in any form is allowed.
- Hair must be of its natural color and not tinted.
- Fringe must not touch the eyebrows; long fringe to be pinned up.
- Long hair (hair that touches the collar) must be neatly tied up or braided.

Boys:

- No ear studs are allowed.
- No bracelets, rings, necklaces, chains, brooches, wristbands are to be worn with the school uniform.
- Hair must be of its natural color and not tinted/ dyed.
- Hair must be short. No fanciful styling (eg. permed hair) and haircut.
- Hair at the sides must not touch the ears.
- Hair at the back must not touch collar.
- Fringe must be above the eyebrows.

Expected behavior in the classroom

- Students are to actively learn in the classrooms. They are not to sleep, shout across the room, make unnecessary noise or disturb their friends.
- Students are not allowed to leave the class or school without permission from the staff during school hours.
- Students have to complete work assigned, including class work, homework, corrections, project etc. neatly and carefully. Work assigned must be handed in on time.
- Students are to pack their bags according to their timetable.

Physical Education and Swimming Pool

- Students must be careful while playing on the school campus ground during breaks or arrival to or departure from the school.
- Obey the physical education teachers.
- Keep the sportsman spirit.
- Do not indulge into foul and unfair practices.
- Participate wholeheartedly in physical activities.
- Inform the school authorities about any health related problems that may prevent the student from participating in Physical education activities.
- The students should go to swimming pool only during the assigned period and not before or after.
- The students must not enter the swimming pool in the absence of swimming instructor.
- The students must not enter the swimming pool without proper swimming costume.
- The students must not enter the swimming pool if they are suffering from any skin disease.
- Students suffering from asthma or any allergy of chemicals must inform school authorities and seek doctor's advice before taking swimming classes.

Transport Facility

- Usage of services provided by the school is optional, use of private transport service will be held at the parent's personal risk.
- Any act of indiscipline or damaging the vehicle will result in suspension of usage of the services.
- The bus fees are to be paid term wise at the beginning of each term along with the tuition fees. Discontinuation during mid-term is not allowed. A change in residence or spot for pick and drop must be intimated to school office immediately.

The following areas are OUT OF BOUNDS to all Students unless accompanied by a teacher or with a teacher's permission:

- General Office
- Staff Room
- Administration Block
- Computer Laboratories
- Indoor/ Outdoor Play areas

Expected behavior in general

- Students are to be polite and respectful at all times to the school staff, i.e. Principal, Vice Principal, teachers, General Office staff, security guards, canteen/ bookshop/ school bus operators, school attendants and any external staff employed by the school.
- Silence must be maintained at all times during assembly, flag raising ceremonies and silent reading.
- Always speak English in school, except during Language periods.
- Students are not allowed to bring electronic gadgets (eg. mobile phone, mp3 player) and expensive items to school. The school will not be held responsible for the loss of any of these items.

Punctuality

- Punctuality is expected for all class lessons.
- Students can use the school uniform only during school activities, school-related functions, official matters related to their development or if they are accompanied by their parents or guardians to public places.
- Students must proceed directly to their home after school dismissal.

Instructions to Parents

- Parents are requested to read and understand the content of these Rules & regulation at the onset of each academic year.
- The parents must inform the school their latest contact details and update the office as soon as there is any change. If our instructions do not reach you due to change in contact details, the school holds no responsibility of any loss or damage.
- Renewal of residence permit and Qatar ID should be intimated to office. A copy of the renewed residence page and Qatar ID of the parents and the student must be submitted to the office to update the records in the office. These copies are subject to verification from officials of Supreme Education Council frequently. It is the responsibility of the parents to update all the required records.
- The parents are not allowed to go to the classrooms during class hours. Should there be any issues, they are requested to meet the Principal or Vice Principal.
- Parents approaching the teachers at their residences or on their personal phones is not appreciated by the school.
- Parents should try to attend all the Parents Teachers Meetings or Open Houses held every month.
- Our staff is trained to answer the parents politely. The parents are encouraged to bring forward their problems in a polite manner. Using harsh tones with the school staff or impolite behavior by parents are not appreciated.
- When a student remains absent in school for less than 3 days, a leave note must be sent in with their child. If the leave is for more than 3 days, a separate letter addressing the Principal/Vice Principal must be sent with the student on the day of resuming. In case of planned holidays the leave letter must be submitted before going on leave. In case of absence due to sickness, a medical certificate accompanied by a parent's note should be sent.
- The child suffering from a communicable disease should be sent to school after taking a fitness certificate by the treating doctor.
- If the child is having a medical history, the parents are requested to give information about the same to the school and the doctor's contact numbers for emergencies.
- Parents must pay the school fees in time to avoid in any late payments. Details of fees payment is mentioned in the admission procedure.
- Please note that in the event of an unexpected holiday during tests/examinations, the test / examination scheduled on that day will be held at a later date. The remaining tests / examinations will be conducted as scheduled.