



CODE OF CONDUCT

ASOSE SEC 11, ROHINI

1. Morning Time and Assembly

- **Regularity and Punctuality:** Be regular and punctual. Students must leave home early to reach school by 8:00 AM. Regular attendance is expected, and absenteeism must be informed via a leave application.
- **Assembly Behavior:**
 - **Punctuality:** Students must reach the assembly area on time and stand in their assigned rows.
 - **Discipline:** Maintain absolute silence during the assembly. Talking, laughing, or making disruptions will result in disciplinary action.
 - **Participation:** Actively participate in the national anthem, prayer, and cultural performances with respect.
 - **Orderly Exit:** Students must exit the assembly in an orderly manner, row by row, without pushing or shouting.

2. Uniform

- **Uniform:**
 - Wear a clean, neatly ironed uniform every day. Shirts must be tucked in properly.
 - Always carry and wear your school ID card.
 - Only black shoes and school socks with the name imprinted are allowed; no other shoes or socks (such as blue ones) should be worn.
 - Students participating in sports must carry their school uniforms and change into them after the sports session.
 - Nails must be properly trimmed and nailarts are strictly prohibited.
- **Accessories:**
 - Wearing accessories such as bangles, colorful hair ties, rings, or smartwatches is strictly prohibited. Only analog watches are allowed.
 - Girls must tie their hair with only black rubber bands; ponytails are not allowed.
- **Hygiene and Personal Grooming:** Personal hygiene must be maintained at all times. Neatly combed and tied hair, trimmed nails, and clean hands are required.

3. Classroom Behavior

- **Respect for Teachers:**
 - Greet all teachers properly with "Good Morning" or "Good Afternoon" whenever you meet them, whether they teach you or not.
 - When a teacher enters the classroom, stand and greet them respectfully. Sitting quietly or failing to acknowledge their presence will not be tolerated.
 - Obey and respect all teachers, and adhere to instructions given by the student council or advisory board members on duty.
- **Classroom Etiquette:**

- Always carry a class pass when leaving the classroom. Only one student is allowed to leave at a time with the pass.
- Exit classrooms in an orderly queue. Walking in groups is not allowed.
- Monitors must maintain the class monitor's diary, recording absentees or uninformed students, and have it signed by the HOS at the end of the day.
- **Post-Recess:** After recess, students must reach their classes within 5 minutes and settle down quietly.

4. Corridor and School Premises Movement

- **Movement Rules:**
 - Always walk on the left-hand side of corridors and school premises.
 - Students must not run, push, or engage in loud conversations in the corridors.
- **Permission to Leave Class:**
 - No student may leave the classroom without the teacher's permission. Those leaving for extracurricular activities must inform the class monitor.
 - Uninformed students must be recorded in the monitor's diary.

5. School Property and Environment

- **Respect for Property:**
 - Do not spoil, damage, or vandalize school property. If any damage occurs, report it to the teacher immediately.
 - Keep your bench area clean and ensure that classrooms, corridors, and labs remain tidy.
 - Trash must be disposed of in proper bins; littering in school premises is prohibited.
- **Responsibility for Resources:**
 - Switch off lights, fans, and digital panels when leaving classrooms for assembly, dispersals, or lab sessions.
 - If you notice any misuse or damage to school property, report it to the teachers or the student council.
 - Chromebooks, library books, and sports equipment must be returned on time.

6. Digital Conduct

- **Chromebooks:**
 - Chromebooks will only be issued with a teacher's signature, and the responsible teacher must ensure they are returned on time.
 - Chromebooks must only be used for academic purposes. Any misuse, such as gaming or unauthorized browsing, will result in disciplinary action.
 - Always keep Chromebooks safe, undamaged, and return them on time after use.
- **Digital Panels:**
 - Digital panels should only be operated by teachers. Students must not tamper with or misuse the equipment.
 - In case of presentations and other required activities, properly handle the panels.

7. Washroom Usage

- **Hygiene:**
 - Maintain hygiene by washing hands regularly and ensuring proper toilet use.
 - Washrooms should primarily be used during recess or lunchtime. In emergencies during class hours, a pass must be obtained from the teacher.



Respect for Facilities:

- Misuse or vandalism of washroom facilities will lead to strict disciplinary action.

8. Extra-Curricular Activities and Leadership

● Participation:

- Students are encouraged to participate in extra-curricular activities, but they must inform the relevant student council head (e.g., quiz captain for quiz-related activities) and coordinating teachers.
- Important subject periods must not be missed for extracurricular activities. Students should utilize free periods for participation in such activities.
- Students working on any project or event must inform teachers and the student council heads.

● Respect for Leadership:

- Adhere to instructions provided by prefects, student leaders, or the student council. They are responsible for maintaining discipline and guiding fellow students.

9. Student council and SAB involvement

- **Issues and Complaints:** Students are encouraged to inform the student council or SAB (Student Advisory Board) for any issues or complaints.
- **Ideas and Initiatives:** Students with new ideas or initiatives are welcome to share them with Council mentor, Head Girl, Head boy, and their respective activity-related captain.
- **Misbehavior of Council/SAB Members:** Any misconduct or inappropriate behavior by council or SAB members must be reported to the council mentor or teachers for immediate action.
- **Duty performance:** All members of these bodies are required to perform their duties properly, if found leniency council heads are required to take immediate actions.
- **Badges:** All members are required to wear their badges at all times and may not assume their duties without them. They must honor and respect the responsibilities of their assigned titles

10. Dispersal Time

- **Orderly Exit:** Students must leave classrooms in an orderly manner, ensuring that desks and chairs are properly arranged and no belongings are left behind.
- **Dispersal time:**
 - No loitering in the corridors or on school grounds after the bell. Students waiting for transport must do so in the designated areas without creating a disturbance.
 - Class prefects and student leaders are responsible for ensuring that students leave the school premises in an organized fashion.

11. Smartphones

- **Not allowed:** Smartphones are strictly prohibited in the school premises, if found strict disciplinary actions will be taken.

12. Consequences for Violations

Violations of any part of this code of conduct will result in disciplinary actions, including but not limited to:

- Verbal warnings

- Written warnings to parents/guardians
- Detention
- Suspension or expulsion in severe cases

This code of conduct is designed to ensure a disciplined, respectful, and academically focused school environment. Students are expected to adhere to all aspects of the code to maintain the high standards of behavior required.

** Each year, it is mandatory for the newly elected Student Council to present the Code of Conduct in the assembly. This responsibility will be undertaken by the Head Girl and Head Boy.

