

School Policies

1. Primary School timings are from 8:30 AM to 4:00 PM. KG school timings are from 9:30 AM to 2:00 PM. The school gates will shut 5 minutes before the starting time, and parents are requested to ensure that their wards are in campus before then.
2. Attendance in neat and clean school uniform is mandatory.
3. All components of the school uniform must be worn to school everyday, as per the prescribed policy.
4. School shoes must be neatly polished and clean.
5. Personal safety and hygiene must be maintained by every student.
6. Students must always walk and not run in the hallways and passageways, and other school areas, including classrooms.
7. Students must leave the campus promptly after school hours.
8. Students must not enter or remain in classrooms without a teacher's supervision.
9. All school rules apply to all students on campus, and behaving in accordance with the decorum expected of a Litera Valley Zee School, Hosur is mandatory.
10. **The following actions are prohibited:**
 - a. Using profane language.
 - b. Running on campus.
 - c. Littering school grounds.
 - d. Climbing or sitting on second floor railings.
 - e. Standing on and/or jumping from benches.
 - f. Climbing and/or swinging on poles.
 - g. Riding bikes, skateboards, roller blades, heeilies, scooters or any other wheeled vehicle on school property during school, non-school hours, holidays and weekends.
 - h. Walking through planted areas that are designated off limits (students are to stay on walkways when going from one building to another or out to the field).
 - i. Picking flowers or leaves from plants on campus.
 - j. Playing or loitering in, or defacing restrooms.
 - k. Insubordination to faculty or staff members.
 - l. Bullying other students.
 - m. Fighting.
11. Children must ensure that they carry healthy and wholesome food to school. No form of instant or ready-to-eat food, including chips/ candies will be encouraged for any reason.
12. Distribution of birthday gifts/ cake will not be encouraged, and only the pre-approved list of candies for all children will be allowed on birthdays.
13. Students shall attend school daily and be in class on time so that optimum benefits of education can be achieved. Unexcused and/or excessive absences and tardiness are unacceptable.
14. Please honour the "NO PARKING - LOADING ZONE" signs.
15. Cars will move all the way to the beginning of the line. Cars will move taxi-style ---each taking a turn. DO NOT OVERTAKE ANOTHER CAR.
16. Pull up close to the curb. Please have your child sit on the passenger side of the car and ready for a quick drop-off to facilitate the flow of traffic. DO ALL MORNING NECESSITIES --- COMBING HAIR, TYING SHOELACES, SIGNING PAPERS, EATING BREAKFAST, ETC. AT HOME, NOT AT THE DROP-OFF SITE.

17. Parents are requested to be prompt and not segregate at the gate, during drop-off and pick-up times.
18. Parents are requested to dress appropriately while dropping off or picking up their children, and while visiting the school for any reason whatsoever. No shorts/ lungis will be allowed.
19. Please ensure that you follow a home routine for your child that is healthy and beneficial.
20. For biological safety of your child, we request that parents ensure that all student belongings be routinely washed/ disinfected, and replaced annually (including uniforms, shoes, bags, lunch bags, stationery, etc).
21. Use of mobile phones is strictly not allowed on campus.
22. No filming/ photography is allowed on campus.
23. Students will not be allowed to carry any gadgets to school, and if found to do so, the items will be confiscated and not returned until the end of the school year.
24. Students will not be allowed to leave the campus for any reason whatsoever during the school day. In case of an emergency, parents will need to personally fill out the 'Off-Campus Permission' slip, and escort the child from campus.
25. The school rules and policies will not be violated in any way whatsoever, and must be respected and followed by all students and parents.

Please note that the School/ Trust is not involved in any commercial ventures, and will not encourage any such activities on campus.