



RULES AND REGULATIONS

GUIDING DISCIPLINE & CONDUCT

IN

H.H.C.J. ASSUMPTA GIRLS

MODEL SECONDARY SCHOOL,

PREFAB, OWERRI

AIMS AND OBJECTIVES

1. To give students good mental, spiritual, moral, cultural, psychological and philosophical back-ground that would help them achieve remarkable success in life.
2. To instill in students, good habits of thoughts, good conduct, values and ideal behaviours.
3. To produce students who can live with dignity.
4. To ensure the realization of all interest relevant to the welfare and progress of students.
5. To propagate and promote commitment to the achievement of peace, love, unity and progress, among students.
6. To promote true fraternity through good conduct of students behavior.

RIGHTS AND DUTIES OF STUDENTS

1. Every student in Assumpta Girls Model Secondary School is under the authority of the principal, members of the staff, all prefects or students appointed by the principal to the position of authority.
2. Every student shall be always punctual to all the school activities.
3. Morning Assemblies and Moral Instructions shall be compulsorily attended by all students.
4. Students shall stand and salute teachers or official visitors to their various classes as mark of respect.
5. Students shall observe two break periods. They shall be back on time for the completion of the remaining periods.
6. Students are not allowed to visit the staff room save for important commitments like demand for exert permission, reporting cases to staff etc. Only prefects on duty and class monitors are allowed to visit the staff rooms. Students are therefore expected to channel their note books, projects etc. through their class monitors.
7. All students have the right to express their views on matters affecting the school; such views will be done through relevant school authority or the public opinion/suggestion box.

8. Students are not allowed to cartoon or publish defamatory and inciting information against the school authority or fellow students. All forms of writing on school walls are prohibited.
9. Students shall move freely on the school compound. They are however not allowed to trespass on the school field or other areas not meant for pedestrian path so as not to encourage erosion.
10. A student may be exempted from a school activity or work if she has cogent excuse. A medical certificate shall be obtained explaining why and for what length of time the excuse lasts.
11. Any student who is indebted to her school shall not claim her testimonial or transfer certificate. Such student may be prevented from attending classes or doing examinations.
12. No student shall ring the school bell unless authorized by the principal. Only the school regulator has the right to ring the school bell.
13. Students shall wear approved school uniforms as appropriate at all times. No student shall bring into the school compound or wear any unapproved dresses. Such dresses will be confiscated.
14. Students shall not be allowed in the school laboratory save when they are having classes or accompanied by the teacher(s)
15. School library shall be opened to students at specified times. Students are free to borrow books from the library and return them at the appointed date. The principal has the right to restrict entry into the library at any time within the term.
16. Students are allocated to clubs or societies approved by the school authority. All approved club or society shall have the school teachers as patrons. Secret societies/cults are banned.
17. No student has the right to pry or tamper with the privacy of another by reading her mail or correspondence without expressed permission, clandestine activities shall not be recognized under the right to privacy. Confiscation of unapproved property of a student shall not amount to violation of the right to privacy.
18. Any student who comes to school shall remain in school till school is over. If she has permission to go out (e.g. the hospital), she shall carry her exert

card. A written permission given by the principal must be presented at the school gates.

19. Students shall take proper care of all the school equipment and furniture. damage to any school property shall be paid for Extensive and intentional by the student.
20. All students shall develop good personal and environmental cleanliness.
21. All out – going student shall be through the approved gates. Breaking of bounds is a serious offence.
22. On the re – opening day, all students shall be present at the morning assembly and participate in all normal school activity. Absentees must be punished.

A: OFFENSES AND PUNISHMENTS

1. Insubordination/disobedience.
2. Lateness to school or school functions.
3. Absenteeism.
4. Truancy/Braking of bounds.
5. Slander/Blackmail.
6. Stealing.
7. Robbery/Extortion
8. Examination Malpractice
9. Forgery/Rocketing of any document
10. Bullying
11. Fighting
12. Drinking of alcohol
13. Smoking of tobacco
14. Smoking or use of hard drugs.
15. Sabotaging school authority
16. Rioting/Willful damages to school property.
17. Immoral behaviours.
18. Pregnancy
- 19.19. Improper dressing
20. Misappropriation/Embezzlement of fund

21. Use of foul language on fellow student or school authority.
22. Other offences not listed in this document, shall be punished accordingly by the school authority when committed by the student.

B: PUNISHMENT

1. Sweeping/Picking of litters.
2. Scrubbing.
3. Grass-cutting/digging on the farm
4. Stumping.
5. Sur-charge
6. Suspension
7. Expulsion.
8. Etc.

LIST OF RECOMMENDED PREFECTS IN A.G.M.S.S.

1. Senior Prefect.
2. Deputy Senior Prefect
3. Chapel Prefect
4. Assistant Chapel Prefect
5. Sanitary Prefect
6. Assistant Sanitary Prefect
7. Game Prefect
8. Assistant Game Prefect
9. Labour Prefect
10. Assistant Labour Prefect
11. Water Prefect etc.

PREFECT BODY

The prefect Body shall comprise of all prefect approved by the school. Their duties shall include the deliberation on all the problems and welfare of the

students and make recommendations to the senior authority through the senior prefect. The senior prefect shall preside over every prefect meeting.

APPOINTMENT OF PREFECTS

Appointment of prefects shall be the duty of the school authority:

Prefect shall be appointed in line with the following qualities:

- A. Good academic performance
- B. Good level of responsibility
- C. Good level of human relations
- D. Gift of potential skill/talent.

REMOVAL OF PREFECT

Any prefect found guilty of any of the following misconducts shall be removed and punished as provided by this document:

- a. Embezzlement or misappropriation of the school or student (s) money.
- b. Inefficiency and truancy in the discharge of her duties.
- c. Sabotaging the school authority.
- d. Involvement in any serious offence.

STUDENTS WELFARE

- 1. In case of death of a student, the school shall arrange to present a condolence purse of N10, 000 (Ten Thousand Naira) to the parents/Guardian of the deceased.
- 2. An appropriate condolence levy as determined by a committee of staff and students shall be imposed on all students so as to meet all financial obligations to the bereaved.

AMENDMENTS

- 1. Every part of sub-section of the Rules and Regulations may be amended if there is good reason.
- 2. Amendment shall be sought for through proposal.
- 3. The proposal shall be signed by the mover(s) the seconded(s) and five others. (They must be students).

4. The proposal for the amendment(s) shall be in writing and shall contain clear Statement(s) of the reason(s)

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