



Sr. No.:KK/2014-15/_____

SCHOOL POLICIES AND UNDERTAKING TO BE SIGNED BY PARENTS

Kangaroo Kids Preschool has framed various policies in conformity with prevailing laws and practices to safeguard the interest of its children and parents. Kangaroo Kids Preschool reserves the right to amend the school rules, regulations, etc. from time to time.

Parents are advised to read the Kangaroo Kids Preschool policies in this document carefully and sign the Undertaking.

I. INCLUSION POLICY

Kangaroo Kids supports INCLUSION as a practice of providing special support and related services to a child with special needs in the regular classroom. We strive to make inclusive educational endeavours work in the best possible way.

'Inclusion' means that all students are entitled to equal opportunities provided by the school. The class teacher is involved in early identification and informal assessment of learning/behavioural difficulties. The teacher may recommend formal assessment, which needs to be submitted at the earliest possible date.

Based on observations and reports, the teacher recommends whether the child would benefit from being included in the classroom with, or without, a shadow teacher. If the need for a shadow teacher is required, then the parents need to provide the shadow teacher within a month of it being recommended. The cost of the shadow teacher will be borne by the parents besides the school fees. In the absence of the shadow teacher a substitute needs to be provided by the parent. The child's attendance during the absence of the shadow teacher depends on the severity of the case and its effect on the smooth functioning of the classroom. The Principal and the Teacher will communicate the decision to the parents.

The parent needs to meet the home teacher as and when required to discuss the child's progress. If the child has been unable to cope, the decision would be communicated to the parent. In case of behavioural issues where it is felt that the child's behaviour is detrimental to other children in class, the Principal would take a decision regarding the child (i.e. whether the child will be allowed to attend school or not).

II. OUTDOOR ACTIVITY

The school outdoor activity includes field trips, Annual Sports day, Annual Concert, etc.

Field Trips are an important component of learning outside the classroom, and are an extension of concepts explored in the classroom. Children learn better when they are provided with hands-on experiences. Field trips are carefully planned, reviewed and monitored by our staff to ensure the safety of the children. The school shall take the best possible care of each child in our care during the field trips, Sports day, Concert, etc.

Information about these events will be communicated to the parents through appropriate notification. In case a parent does not want his/her child to participate in these activities he/she shall need to give a written request to the class teacher.

The parent assumes all risks and hazards incidental to these activities and accepts general liability for the participation of his/her child. The parent releases, absolves, indemnifies and holds blameless the school staff, employees, directors, volunteers, organizers, representatives, from any injury, loss, theft or for any other consequential or incidental damages caused in any manner.

III. FEE AMENDMENT AND REFUND

The Kangaroo Kids Preschool reserves the right to amend the school fees from time to time.

FEES ONCE PAID ARE NEITHER REFUNDABLE NOR TRANSFERABLE.

Fees paid are not transferable to a sibling.

Withdrawal of Students

An application for the School Leaving Certificate has to be given to the Administrator at the school office. The School Leaving Certificate will be issued within 7 working days only after:

- o All dues are cleared
- o Library books are returned
- o Exit Interview form is duly filled and submitted

VI. ATTENDANCE

All students are expected to have a minimum of 75% attendance at all levels.

V. PUBLICITY:

Photographic and video images of your child may be used for:

- a. Internal release like classroom, school newsletters and communications, school events, school web site and other school publications.
- b. External release like press, TV, advertisements, hoarding's, brochures and informational videos on sports, academic and other achievement's about the school.



VI. MEDICAL:

In order to reduce the risk of spreading illness, a student who has any contagious and/or communicable disease may not be allowed on campus. The Principal and Nurse are vested with the authority to take such a decision if it proves to be detrimental to other children in class/school. For any illness beyond three days, the parent will be requested to submit a medical and fitness certificate, without which the child will not be taken back into class.

VII. TRANSPORT :

If the child subscribes to transport contracted by the school, the child shall abide and follow all rules and regulations as prescribed by the school. The school is authorized to organize transport whether own or contracted for the child to be transported for any outdoor event or activity. The parent releases, absolves, indemnifies and holds blameless the school management, employees, directors, volunteers, associates, organizers, representatives from any injury, loss or theft to the child due to the use of such transport.

VIII. EMERGENCY PERMISSION:

The school shall take emergency measures in case an emergency situation arises out of an accident/violent injury/medical or surgical emergency with the understanding that the parent of the child shall be informed as soon as possible. The school shall not accept responsibility for making payments or reimbursing any expenses incurred or associated with the medical treatment.

IX. COMMUNICATION:

All efforts will be made to communicate clearly and effectively with the parents. In keeping with the current computer technology and with a view to adopting eco-friendly practices, only online communication and SMS will be used.

X. CODE OF CONDUCT FOR PARENTS DURING SPECIAL DAYS:

In our pursuit of excellence in all areas of school management, the contribution of the parents cannot be stressed enough. Aspiring for the parent's co-operation, we request all parents to respect the following guidelines as under:

- **Orientation for Preschool:** Parents are requested to be present on the scheduled date and time.
- **Class Representative Elections:** Only parents of the same class are eligible to vote.
- **Parent - Teacher Meetings:** Parents have to attend the meetings regularly and adhere to the given timings.
- **Annual Sports Day:** Parents have to participate enthusiastically and encourage all participants.

Sports Day is a platform for every child to showcase the skills developed and honed in the areas of sportsmanship, team work and physical conditioning through the various sports and performing arts activities. It culminates in fostering the aspiration to excel within the parameters of set rules for the sporting activities.

- **Annual Concert :** Parents have to participate enthusiastically and must encourage all participants.

The Annual Concert is one of the vital instruments of experiential learning, wherein a child gets an opportunity to imbibe life skills such as team work, organizational skills, public speaking skills, time management and the virtue of patience and empathy. Every child is given an opportunity to showcase his/her talent.

The school seeks cooperation from parents in terms of punctuality in bringing their child to the respective venues for the above -mentioned special events.

In case of any extraordinary situation, wherein the child is required to be excused in between or from attending the events, please get a written approval stating the reason, from the Principal prior to the event.

I hereby confirm that I have read the policies and understood the same. I hereby affirm that I have signed the Undertaking and shall abide by the same.

Name of the child :

Class :

Name of Parent :

Signature of Parent :

Date :