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### General Instructions

Seek admission only if the applicant and his parents understand and appreciate the Jesuit vision of holistic education, believe that the facilities and faculty at Loyola School are sufficient to impart excellent education and again, only if they are willing to abide by all the codes of conduct followed in this institution. If necessary, before you submit your application for admission, please clarify all your doubts by referring to the school website, the reference copy of the school diary kept at the office and by consulting the administrative authorities concerned. Given below are only a few of the most important guidelines/norms you may consider before filling in the application form:

- Students who are more interested in private tuition/entrance coaching are advised not to seek admission here because Loyola School is not a transit station for such students and therefore it will not allow private tuition to upset the school timetable or to affect the programmes organized here.
- Parental responsibility does not end with securing admission for the son. As co-educators, parents are expected to monitor, on a daily basis, their wards' conduct and performance at school and at home. Further, they are required to be present at all PTA meetings and Open Houses, and be in regular contact with the teachers. They should be particularly aware of the following rules and regulations:
- Late-coming is a sign of laziness; it is a disturbance to other students who are disciplined and motivated. So, all students should be inside their classroom at 8.30 am. Late-comers are not allowed to enter the class until the current period is over. Neither are they allowed to wander along the corridor or roam about the campus while classes are going on.
- Unauthorized absence is not allowed. The best practice is for the parent/guardian to submit a written request in advance failing which he should send a duly signed leave letter with the ward when he returns to school after the period of his absence. Any request for leave on medical grounds should be supported by a medical certificate issued by a competent authority. The parent's prior request is necessary for allowing any student to leave the campus before 3.30 pm. Absentees shall complete all notes and assignments within two days of their return to school.
- Textbooks should be brought to the class every day, notebooks should be up-to-date and available for scrutiny at any time, lab record should be ready for checking at the end of every lab session, and all assignments should be submitted on time. Failure in any of these will invite disciplinary action like not being allowed to attend subsequent classes till the pending work is finished.
- Refrain from causing damage to any piece of school property. Any damage, intentional or inadvertent, should be honestly reported and compensated for.
- Keep away from all reckless adventures that may cause injury to oneself or to others.
- No student is allowed to bring to the campus any mobile phone, camera, entertainment gadget like I-pod, storage device like flash drive, motorized two-wheeler, any printed matter with obscene or objectionable content, and not more than Rs.100/- as pocket money. Education is more important than exhibitionism and therefore no student is expected to be a show-off. Also, avoid the unauthorized use of Govt. departmental vehicles for daily commutation.