

Anti-Bullying Policy of the School

Xavier School(CBSE), Manvi is a safe, secure and sensitive school for all the students and promotes a progressive and holistic development of every child. To protect the rights of all students and groups for a safe and secure learning environment, the School Administration prohibits acts of bullying, harassment, and other forms of aggression and violence. Students may share their concern by writing emails at xaviermanvi@gmail.com, the contents of which will be kept strictly confidential and is addressed only by the School Counsellor.

All administrators, faculty, staff, parents, volunteers and students are expected to refuse to tolerate bullying and harassment and to demonstrate behavior that is respectful and civil.

ಬೆದರಿಕೆ ಅಥವಾ ಕಿರುಕುಳ ಎಂಬುದು:

- ಅಜ್ಜ ಅಥವಾ ಮೌಞಕವಾಗಿ ಅಸಭ್ಯ ರೀತಿಯ ಸನ್ನೆ ಮಾಡುವುದು.
- ಅಂತರ್ಜಾಲ ಬಳಸಿ ಸೈಬರ್ ಬೆದರಿಕೆ ಹಾಕುವುದು
- ಮಾನಹಾನಿಕರವಾಗಿ ಪರಿಣಾಮಿಸುವ ಯಾವುದೇ ಕ್ರಿಯೆಗಳು.
- ದೈಹಿಕ ಅಥವಾ ಮಾನಸಿಕ ಒತ್ತಡವನ್ನು ಹೇರಲು ಧಮಕಿಹಾಕುವುದು, ಬೆದರಿಕೆಯೊಡ್ಡುವುದು, ಅವಮಾನಿಸುವುದು, ಪ್ರತಿಕೂಲಗೊಳಿಸುವುದು,
- ವ್ಯಕ್ತಿಯ ಮೇಲೆ ಯಾವುದೇ ಬಗೆಯಲ್ಲಿ ನೋಟ, ಹಗೆ ನಾಡನೆ ಮಾಡುವುದು ಇತ್ಯಾದಿ ವರ್ತನೆಗಳನ್ನು ಕಿರುಕುಳ ಎಂದು ಪರಿಗಣಿಸಲಾಗುತ್ತದೆ.

ಈ ಬಗೆಯ ಅಥವಾ ಇನ್ನಾವುದೇ ರೀತಿಯ ಕಿರುಕುಳ/ಬೆದರಿಕೆಯ ಕೃತ್ಯವು ಶಾಲೆಯ ಆವರಣದಲ್ಲಿ ಅಥವಾ ಆವರಣದಾಚೆ ಅಥವಾ ಶಾಲಾ ವಾಹನದಲ್ಲಿಯೇ ಅಥವಾ ಯಾವುದೇ ಸಮಯ, ಸಂಧರ್ಭದಲ್ಲಿ ಜರುಗಿದಲ್ಲಿ ಕಿರುಕುಳ ನಿಷೇಧ ಕಾಯ್ದೆ ಅಡಿ ದಂಡನಾರ್ಹ ಅಪರಾಧವಾಗಿರುತ್ತದೆ. ಮರುಬಿನ್ನ ಕ್ಷೇಮ, ಸುರಕ್ಷತೆಗಾಗಿ ರಾಜ ರಹಿತವಾಗಿ ಈ ಕಾಯ್ದೆಯನ್ನು ಜಾರಿಮಾಡಲಾಗುವುದು.

Policy on Electronic Gadgets

- * As per CBSE guidelines, students are not permitted to carry mobile phones, laptops, I pads, PSPs, Smart Watches, cameras or any other electronic gadgets to school.
- * Should any such gadget be found with the students on the school campus or in the bus, the same will be confiscated and no requests for returning of the same will be entertained.
- * Students violating this regulation will be liable for suspension from the school.

Internet Policy

The internet Policy of Xavier School(CBSE), Manvi is issued to regulate the use of the internet for academic purposes only.

The terms and conditions as stated in this document is applicable to the students of Xavier School. They reflect an agreement of all parties and should be governed and interpreted in accordance with the policies and procedures mentioned below:

- * Students are advised to abstain from posting or sharing inappropriate material on social networking sites.
- * Students should not engage in cyber bullying by posting email, blogs, video footage, images, photographs on social networking sites, chat rooms, YouTube, SMS, MMS which are violent, aggressive or threatening, vulgar or obscene.
- * Students should restrict themselves from sending or posting information that is defamatory to the institution and to the members of the school fraternity.
- * Students should refrain from introducing malicious software onto the network of the institution and/or jeopardizing the security of the organization's electronic communication systems.

Student compliance:

Students are hereby directed to abide by the internet Usage Policy as stated above & understand that they are liable for suspension or expulsion from the school should they violate any of the provisions of this policy.

Late Arrival in School

- * The School gate will close at 9:00 am.
- * Third late arrival in a month will lead to imposition of fine.
- * Parents of children using private autos must ensure that children reach school by 8:45 am.

Absence from School

- Attendance is compulsory on the first and the last working day of every term.
- Students absent for a day or two, should bring a written note duly signed by the parent in the "Record of Leave/Absence" pages in the school calendar.
- Leave for going out of station should be approved by the Principal prior to proceeding on leave.
- Students who have been sick for more than 3 days should bring a proper leave note and a medical certificate from their doctor on joining school.
- Students there be any infectious disease at home, parents must inform the school about the same. Kindly refrain from sending your ward to school till the period of infection is over.
- Students suffering from contagious diseases like chicken pox, measles, COVID-19, whooping cough, hand, mouth and foot disease, swine flu, conjunctivitis, etc. should not be sent to school and must observe the prescribed period of quarantine.

Students suffering from the following diseases must observe the prescribed period of quarantine before returning to class, along with a Fitness Certificate issued by the doctor.

- Chicken Pox - Till complete falling of the scabs
- Cholera - Till the child is completely well
- Measles - Two weeks after the rash disappears
- Mumps - Until the swelling has gone (about one month)
- Jaundice - Six weeks or after recovery
- Covid - Two weeks

First Aid

- The school has a qualified nurse who takes care of the health of the students. Medical checkup of students is done and a health record is maintained which is updated every year.
- If a student falls sick in school, the parents will be informed by the medical/school staff. Parents are requested to pick up their child from the school. The child will not be sent in the school bus.
- For any queries concerning medical assistance, please call at **82774 93473**

Bus Facility

Transport facility is available for all the students from Nursery to Class X. Our bus routes cater to specific areas of Manvi and Sirwar Taluk.

- Students can avail the School Transport subject to the availability of seat.
- The routes of the school buses are decided by the school and the parents should consult the school Transport In-charge for necessary details.
- Parents must ensure that their ward is traveling by the same bus route allotted to them.
- Bus facility is not mandatory.

Library Fine Policy

- Xavier School(CBSE), Manvi encourages students to cultivate the habit of reading. As such students can borrow books from the library for a period of one week during their respective library periods. However, it is necessary that the borrowed books from the library are returned in time as well as in a good condition.

Please note the following:

- For late return of borrowed material, the student will be charged Ten Rupees per day as fine.
- When an item is lost or stolen, returned damaged, or not returned after a reasonable period of time, the borrower will be charged an amount equivalent to the item that is not returned.

Deposit of Fees

The fees for the academic year is to be deposited (cash/online) as per the given schedule.

First Installment - by 9th September 2024

Second Installment - by 31st January 2025

- **Parents are requested to pay the school fees before the due date. After the due date, a fine will be charged @ Rs 25/- per day.**
- **The parents having financial difficulties must come to school before the due date and meet the Principal and take extension for fee payment.**
- **Parents may contact the Administrative Office only for queries regarding fees.**