

GENERAL GUIDELINES & SCHOOL NORMS (2026 – 27)

We warmly welcome you to the new academic session 2026 – 27. To ensure smooth functioning, discipline, safety and holistic development of our students, parents are requested to kindly adhere to the following guidelines:

1. Forbidden Items-

- Students are not permitted to wear expensive jewellery to school
- Wearing a watch is allowed from **Grade VI onwards**.
- Only one pair of small gold / silver studs is permitted for students with pierced ears.
- Any additional piercings are strictly prohibited.
- The use of make-up, nail polish and heena is not allowed.
- **Mobile phones, smartwatches and electronic gadgets** are strictly prohibited.

2. Grooming & Appearance

- Girls with long hair must keep it neatly tied in **two pliates**.
- Hair colour must be natural; extreme or fashionable hairstyles are not permitted.
- Only **black-coloured** clips, hair bands and rubber bands are allowed.
- Boys must maintain short and neat hair. Hair not to touch the shirt collar or cover the ears. No hair Styles like spikes, mohawks, fades with designs, or very uneven cuts are not allowed

3. School Communication Protocol

Parents are requested to follow the communication timings strictly:

- **Pre-Primary:** 10:30 AM – 11:30 AM / 12:00 PM – 01:00 PM
- **Administration:** 08:30 AM – 10:00 AM
- **Grade I – XII:** Messages may be conveyed between 08:30 AM – 09:30 AM
- To meet the Principal, a **prior appointment of at least three days** is required.
- In case of urgency, parents may write to: gjemsrewa@gmail.com

Contact Details:

- Academic Queries: gjemsrewa@gmail.com
- Accounts: 9303 33 44 55 – Mrs. Arti Agarwal
- Appointment (Principal & Academics): 9303 33 44 55 – Mrs. Arti Agarwal
- School Contact: 07662 - 357111

4. Birthdays:

- Students may distribute chocolates worth **not more than ₹ 10**.
- Personal invitations are discouraged; however, the **entire class** if they desired.
- Students of **Grade VI and above** are not permitted to wear coloured dress.

5. Safety & Security

- Parents / guardians must carry a **valid ID proof** while picking up their ward.
- No student will be handed over to an **unauthorized person** without prior written consent.

- The school ensures safety; however, parents are advised to brief children about **personal safety and discipline**.

6. Health & Hygiene

- Students must carry a **clean handkerchief and water bottle** daily.
- In case of illness, parents are advised **not to send the child to school**.
- Any medical condition must be **informed in writing** to the school.
- No medication will be administered without **written consent**.

7. Leave & Absence Policy

- Leave must be applied **in advance through a written application**.
- In case of illness, a **medical certificate** may be required.
- Prolonged absence without information may lead to **removal of the student's name from the rolls**.

8. Discipline & Behaviour

- Students must maintain **respectful behaviour** towards teachers and peers
- Use of **abusive language, bullying or misconduct** may invite strict disciplinary action.
- Any damage to school property will be **chargeable**.

9. Academic Responsibility

- Student must complete homework regularly and neatly.
- Parents should monitor notebooks and the school diary daily.
- Regular revision at home is essential for better academic performance.
- Topic covered during absence may **not be re-explained individually** but classwork will be shared in whatsapp group.

10. Digital Communication

- Parents are requested to check **school messages / WhatsApp / ERP regularly**.
- Kindly maintain **decorum in digital communication** and avoid unnecessary messages in official groups.

11. General Instructions

- The school does not collect any money without **prior written communication**.
- Parents must label their ward's **uniform, books and belongings** properly.
- Students must continue using **previous session's ID card** until new ones are issued.
- New admission must carry a **temporary ID card**.
- Parents are requested to follow the time table; school bags should be **light and organized**.

Important Note

Non – compliance with the above guidelines may lead to **disciplinary action**.

The school seeks your wholehearted cooperation in maintaining discipline and ensuring the **holistic development of every student**.

"We aim to nurture responsible, disciplined, and value-oriented individuals and seek your wholehearted cooperation in this endeavour."

**Regards,
Principal
Geeta Jyoti School, Rewa.**

Date:
Thursday, March 19, 2026



GEETA JYOTI SCHOOL

(Affiliated to CBSE, Aff. No. - 1030659, Sch. Code - 50622)



40 YEARS In Education

No. :-----

Date :-----

Dear Parents,

The previous academic session has been successfully completed. We now look forward to beginning the new academic session with renewed enthusiasm.

There are certain things we would like to share with you for the smooth running of the new academic session.

The New Academic Session will commence as follows:

BAL VATIKA I – X & XII will commence from Wednesday, 1st April, 2026

School Timings are as follows:

Sr. No.	CLASSES	STUDENT ARRIVAL	STUDENT DEPARTURE
1.	BAL VATIKA I to III	07:40 AM	11:30 AM
2.	I - V	07:40 AM	12 : 30 PM
3.	VI – XII	07:40 AM	01 : 50 PM

Uniform Details-

- It is the school policy that all students from BAL VATIKA – I to grade XII must wear prescribed uniform. Following is the expected standard for the uniform.

UNIFORM:

- For Bal Vatika I – Bal Vatika III**

S. No	Item	Description
1.	Pants Skirts	For Boys: Denim specific colour (<i>Monday to Friday</i>) For Girls : Denim Skirts (<i>Monday to Friday</i>)
2.	T-Shirt	Yellow T – Shirt (<i>Monday to Wednesday</i>) & Blue T – Shirt (<i>Thursday and Friday</i>)
3.	Socks	Black (<i>Monday to Friday</i>)
4.	Shoes	Black (<i>Monday to Friday</i>)
5.	Track Suit	Navy blue with red stripes (<i>In Winter only</i>)

Note

- Students must come to school in proper, clean and complete uniform.
- Any deviation from the uniform code will not be permitted without prior permission.
- Parents are requested to ensure compliance with the uniform guidelines.

School Campus Address:

Gandhi Nagar, Urrahat, Rewa (M.P.) 486001

9303334455, 07662367111



gjemsrewa@gmail.com



www.geetajyotischool.org