

## **HOSTEL RULES AND REGULATIONS FOR THE STUDENTS:**

Student pursuing her studies at Maryam Ajmal Senior Secondary School of Arts, Hojai may reside in Hostel, owned and maintained by the school management during the studentship. The rules and regulations are framed to ensure that the hostel property is protected; student staying in the hostel is comfortable in a conducive environment for healthy living and discipline is maintained amongst the inmates. Hostellers are required to abide by these Rules and Regulations.

- Parents/guardians are not permitted to meet the boarders, without the permission of the Hostel In-charge/Supervisor. They will be allowed to meet the students only on prescribed days. During school hours, parents/guardians are not allowed to visit their wards.
- Due to security reasons, only parents/ guardians whose photographs are kept in an authorized register at the hostel are permitted to visit the students and take them home. Therefore, parents are requested to hand over their photographs, details with phone numbers of theirs and the authorized guardians to the school office.
- If during the course of a session a student needs to go home, she must obtain permission from the principal in the form of a Leave Request and provide a written request sent by the concerned parents to the administration, giving the valid reason. In this regard, the school's leave policy will be followed.
- No permissions will be granted to any student living in hostel for spending night out on weekends unless the parent themselves are available in the town.
- Parents are advised not to contact the students during mandatory study hours.
- Any application for attending marriages, functions or any other events during the school term will not be entertained, unless it pertains to the parents or siblings. Written permission in this regard must be obtained in time. No messages over the telephone will be accepted in this regard.
- The parents are advised to meet their wards on 1<sup>st</sup> and 3<sup>rd</sup> Sunday of the month or as notified by the school/hostel authorised. In case of emergency, the parents or guardian may be allowed to meet with the prior written permission of the principal. Parent's visits on other days will not be allowed.
- On school holidays (Summer Vacation, Winter Vacation, Durga Puja etc), students are not allowed to remain in the hostel without a genuine reason, however, in special cases a student may remain in the hostel if he/she has the written consent of the competent authority. This privilege could be revoked any time.
- Parents desiring to send any item to their ward should deliver the same to the Warden who in turn will hand it over to the concerned student.