

HAL NEW PUBLIC SCHOOL

Affiliation No:831146

Circular No: HNPS/2024/02/2024

Date:21.05.2024

Dear Staff members,

➤ Use of Mobile Phones in school premises,

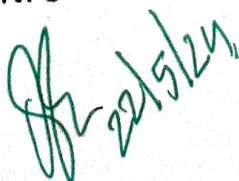
- I. Teaching staff , Group –D, Nurse & Housekeeping staff are not supposed to use personal mobile phones in school premises.
- II. All staff members can bring their phones and deposit in the school office in the morning and take back after school hours.
- III. In case of any emergency family members can call on the school phone and leave the message.
- IV. Staff members can make call to their family members after taking permission from Principal sir.
- V. If anyone is found violating this rule, strict disciplinary action will be taken.

➤ For Class Teachers and non- Class Teachers,

- I. All class teachers should reach their respective classes at 07:30 a.m
- II. All non-class teachers should be present at the school gate – 2 between 7:30 a.m and 7:50 a.m.
- III. This is to collectively enforce discipline among students. Teachers should handle parents of late comers, defaulters if any, firmly and courteously.

Regards,

Principal,HNPS

 21/5/24