

The Little Kingdom School  
The Little Kingdom Senior School  
An ICSE School  
(Affiliated To CISCE, New Delhi)  
Vedapuri, Theni



# Rules & Regulations

## THE LITTLE KINGDOM'S ANTHEM

Chorus:

Little Kingdom; Little Kingdom;

Our Little Kingdom;

Loving Kingdom; Loving Kingdom;

Our Loving Kingdom;

The "Kingdomites" we are,

The "Kingdomites" we'll be,

Daring and loving,

Enlightening and caring; we shall be, we shall be,

Global citizens are we; are we.

Repeat Chorus

The "Kingdomites" we are,

The "Kingdomites" we'll be,

Striving and marching,

Hand in hand; we go, we go,

Responsible Citizens are we; are we.

Repeat Chorus

The "Kingdomites" we are,

The "Kingdomites" we'll be,

Promise of sunshine,

Promises of trust are we; are we,

Indians we are, Indians we'll be, serving our nation with loyalty....

## **VISION of our School**

Our vision at “THE LITTLE KINGDOM” is to develop our students into enlightened, responsible, compatible and complacent global citizens.

## **MISSION of our School**

Our School strives towards holistic development of our students through a comprehensive curriculum in a conducive environment where “Every child Matters”.

Kindly read the details given in this book carefully. Please fill in the forms given in pages 15 to 18 and kindly return the same to the class teacher within two days’ time.

## **RULES OF THE SCHOOL**

- Parents and students must read and familiarize themselves with the rules and procedures of the school and extend wholesome co-operation.
- At The Little Kingdom shaping the personality of your child is our prime concern. Their aptitude, habits, behavior and attitude are fine- tuned at school.
- We believe that it is the collective responsibility of parents and the school to guide our younger generation in the right direction.
- With a view to format the above, we have framed certain guidelines, which we would like the parent and the child to follow to maintain discipline in the scho

## **SCHOOL TIMINGS**

### **Senior School**

Weekdays 8.30 a.m. — 2.50. p.m.

Saturdays 8.30 a.m. — 12.45. p.m.

### **Junior School**

Weekdays 10.00 a.m. — 4.25 p.m.

Saturdays HOLIDAY

### **Nursery**

Weekdays 10.00 a.m. — 1.45 p.m.

Saturdays HOLIDAY

### **DISCIPLINE PROTOCOLS / WARNING SLIPS**

- A school is a center for learning and for moulding children. We give a lot of freedom with responsibility to all our students. We consider that they are responsible for all their behaviors, both good and bad at school. We are considerate and issue oral warnings for trivial reasons.
- Sometimes when children do not listen to instructions even after oral warnings by the teachers, negative discipline points are awarded.
- If your child does not adhere to the following expectations, they will receive negative points in their discipline sheet.

1. Not Turning in Books or Homework on Time: Failing to submit assignments or required materials by the due date.

2. Being Rude to Teachers or Staff: Showing disrespect through words or actions towards school staff.

3. Not Finishing Projects or Worksheets: Leaving assigned tasks incomplete or not putting in the required effort.

4. Not Wearing the Correct Uniform: Failing to adhere to the school's dress code, such as not wearing the proper shoes, ID card, belt, appropriate haircut, or fancy hairstyle.

5. Being Disruptive in Class: Interrupting the class, making noise, or distracting others from learning.

6. Using Bad Language: Speaking inappropriately or using offensive words.

7. Bullying Other Students: Intimidating, harassing, or being mean to fellow students.

8. Cheating on Tests or Assignments: Copying others' work or using unauthorized help during exams.

9. Damaging School Property: Vandalizing or breaking school equipment or facilities.

10. Skipping Classes Without a Good Reason: Missing classes without permission or a valid excuse.

11. Disrupting Events: Causing disturbances during school gatherings or special events.

12. Not Following Classroom Rules: Ignoring the guidelines set by the teacher for classroom behavior.
13. Not Keeping the Place Clean: Throwing trash around or not maintaining cleanliness in the school environment.
14. Not Listening to Instructions: Refusing to follow directions given by teachers or staff.
15. Fighting with Others: Engaging in physical altercations with other students.
16. Being Dishonest: Lying or being untruthful in any situation.
17. Not Joining Class Discussions: Failing to participate or contribute to classroom conversations.
18. Not Bringing Needed Materials to Class: Coming to class without the necessary books, tools, or supplies.
19. Not Finishing Assignments: Leaving homework or class work incomplete.
20. Not Studying for Tests or Quizzes: Failing to prepare adequately for assessments.
21. Doing Poor Quality Work: Submitting work that is below the expected standard or shows a lack of effort.
22. Not Getting the Diary Signed by Parents: Failing to have parents or guardians sign the school diary as required.
23. Not Following Queues Even After Reminders: Ignoring instructions to line up properly, even after being reminded.
24. Talking Too Much During Assemblies: Speaking out of turn or causing distractions during school assemblies.
25. Not following project instructions: Ignoring the guidelines or requirements for completing projects.

Consequences for receiving warning slips:

- The first 3 warning slips will be considered as level 1 followed by one-day detention.

- The second time 3 warning slips are issued, will be considered as level 2 followed by 2 days of detention.
- The third time a student receives 3 warning slips, it is considered level 3 and final warning. Students will be dismissed from school at this level.

### **PUNCTUALITY**

- Students must be at the school premises at least 10 minutes before the first bell.
- Latecomers should bring a letter of excuse.
- The gates will be closed at 8.30 a.m. at the Senior School and at 10.15 a.m. at the Juniors School.
- If a student reports late to school repeatedly, negative discipline points are awarded. After three negative points he/she will be issued a warning slip. In case of repeated noncompliance, after three warning slips, parents will have to meet the principal.

### **UNIFORM CODE**

Two sets of regular uniforms, one set of sport uniforms, one set of activity day uniforms, black shoes, and grey socks are issued to the students every year.

The school supplies black belts for boys of class VI & up.

#### **SENIOR SCHOOL**

##### **Classes III — V Boys**

On all Mondays, Tuesdays, Thursdays and Fridays: Regular Uniform: Mist Grey & Khaki Pant, Grey Socks & Black Shoes.

##### **Class VI & Up Boys**

On all Mondays, Tuesdays, Thursdays and Fridays: Regular Uniform: Mist Grey & Khaki Pant, Grey Socks, Black Shoes & Black Belt. Black Belt is of high-quality leather. So, we expect the students to use it well, for a minimum of three years.

##### **Class III — V Girls**

On all Mondays, Tuesdays, Thursdays and Fridays: Regular Uniform: Mist Grey & Khaki Pant, Grey Socks & Black Shoes.

Classes VI & Up Girls:

On all Mondays, Tuesdays, Thursdays and Fridays: Regular Uniform: Mist Grey & Khaki Pant, Grey Socks & Black Shoes.

Boys & Girls: Wednesday & Saturday

House Colour T-Shirt/Green T-Shirt, Navy Blue Full Track Pant, Grey Socks & Black Shoes.

## **JUNIOR SCHOOL**

Boys: Beige with Mint & White T-shirt, Khaki Shorts, Grey Socks & Black Shoes.

Girls: Light Blue Shirt & Biege Colored Pinafore, Grey Socks & Black Shoes.

Boys & Girls: Wednesday & Friday

House Color T-Shirt/ Green T-Shirt, Navy Blue Sports Shorts, Grey Socks & Black Shoes.

## **Nursery:**

Boys and Girls: Colour Clothes on all Fridays

It is compulsory for every pupil to come to school in a full school uniform.

- Pupils not in complete uniform will be given negative discipline points in the monthly School Discipline Record. After 3 achievers' points, warning slips will be issued. More than 3 warning slips entitle the parent to meet the school coordinator.
- Buttons and zips should be properly maintained, and the use of safety pins in their places is discouraged altogether.
- Shoes should be regularly cleaned and polished.
- Students must keep their hair tidy, neat, and well combed. Girls having long hair should plait their hair properly and use only a black rubber band for tying the hair. They must not let their hair loose beyond shoulder level. They must not wear fancy, colorful hair clips, earrings, or ear drops. Boys must have regular haircuts. Fancy haircuts are not allowed.

- Pupils are expected to be clean and tidy in their dress and appearance. Neatly ironed uniforms must be worn every day.
- Nails should be trimmed regularly and applying of nail polish & mehndi is not allowed.
- Students are not allowed to wear valuables in the interest of their safety.

There are certain days when students are asked to come in colorful clothes. The students from Classes 7 and above must follow the suggested dress code:

- Girls: Girls can wear Salwar Suits, Kurtis/Shirts and Jeans/Leggings. We do not encourage broad necked tops, tight jeans, sleeveless tops, or short skirts.
- Boys: Jeans/Regular Trousers paired with Shirts/Collared T- Shirts are only allowed. Round-necked T-Shirts are not allowed.

### **BOOKS, NOTEBOOKS & PROGRESS CARDS**

- Pupils are responsible for their books and belongings.
- All books & notebooks must be maintained very neatly. They must all be covered and labelled with the school cover & label sheets only.
- Leave Record / Permission Record, Library Record, Notes to Parents to be duly maintained & signed by the parent in the Daybook.
- Parents should check the Daybook daily and take note of the Homework given and see that the Homework is done before the students are sent to school the next day.
- Reports & Test Papers which are sent to the parents from time to time should be duly signed, taken note of, and kept at home. Message will be sent once the test papers are issued. Parents must come in person on the day fixed as ‘Open Day’ to discuss the child’s academic progress.
- Parents are requested to collect the progress reports of their children positively on the dates given in the circular sent to them and can meet the teachers concerned and learn about their students’ progress.
- Reports will not be posted or sent through the students except in special cases.
- If the Science Records /Project Work is not submitted from time to time on the dates specified by the respective teachers, the student will need to meet the Academic Coordinator along with the parents.
- It is imperative that the student is regular in submitting the practical record books / project work to the teacher concerned.

## **HOMEWORKS/ASSIGNMENTS/PROJECTS/CLASSWORK**

- **Homework, Assignments & Projects:**

Structured homework assignments are sent everyday through the diary as well as through Edunext. Students are expected to be very sincere in doing their work. If students are irregular in doing their homework, negative points are issued in their school Discipline Record. The warning slip protocol will be followed by three homework non-submissions.

Children will be seated outside the classroom and instructed to complete the assigned homework.

For project submission, one-day excuse will be given. Warning slips will be issued after two excuses, and students will be asked to return to school only after completion of projects.

- **Class work:**

All care is taken by the teachers to ensure that students complete their class work. Sometimes due to long absences and other petty reasons, students fail to update their class work. Despite reminders by the teachers if it is found that children fail to update their class works, they will need to adhere to the rules as given below:

- 1) Students must take time to complete during the PET period. If not completed Saturday activity classes will be cut to complete it.
- 2) Negative points will be given on the School Discipline record.
- 3) Warning slip protocol will be followed with three negatives.

- **Diary writing & signature from the parents:**

Students must learn to copy their homework regularly and get the diary signed by the class teachers as well as the parent every day, failing which the discipline negative points protocol followed by issue of warning slips after three negatives will be followed.

- **Maintenance of notebooks, bags & kit boxes:**

Students must take great care of the maintenance of their schoolbooks, bags, and stationery. They need to regularly clean and wash their bags. Students are forbidden to

bring any material that is not permissible by the school rules to school which includes expensive stationery, toys, electronic items, books, stickers, scribble pads etc. When students possess objects other than what is prescribed or recommended by the school they will be confiscated immediately. Bag checking is a regular routine for school. When children do not follow the above:

- One excuse will be given.
- Discipline negative points will be given, and the school will confiscate the object.
- Warning slips will be issued later after three negatives.

### **MARKS AND PROMOTION**

- Certain criteria have been evolved awarding marks for the pupils on which their promotion is considered, considering the work of the pupil during the whole year instead of the final exam alone.
- This gives the pupils an incentive to study right from the beginning of the year.
- Parents are requested to monitor their child's academic work right from the re-opening day onwards.
- Parents should also see that their child does not absent themselves for trivial reasons. If a pupil absents himself / herself for any of the Unit Tests or Exams, Marks allotted will be zero. No separate test will be conducted for his / her sake. They will be asked to write the paper twice without a choice.
- Only when children are sick, permission is granted to parents to take their child home after the Unit Test / Exam. A medical certificate is necessary. Parents should pick up their children in person. Otherwise, they should depute some responsible person with a letter authorizing the person to do so.
- The cumulative marks are calculated throughout the year to decide on the promotions.
- A system of re-tests is followed from Class III and above when the student does not perform as per their learning potential. These tests are usually conducted in the evenings after school and the parents will need to pick up their child. This ensures that students' study well systematically and regularly to avoid retests.

### **GENERAL RULES**

- Every pupil must take part in school games and other activities unless they are declared physically unfit by the doctor and exempted by the principal.

- No pupil suffering from a contagious or infectious disease shall be allowed to attend school. Medical Certificate must be produced at the time of rejoining.
- Cash collections by pupils for any purpose, whatever, require the prior sanction of the school principal.
- English is the campus language and must be spoken on the school premises by all the students.
- A record of the address and telephone number of the parents / guardians is maintained in the school office. Any change of address / telephone number, E-mail should be communicated without delay in writing through Edunext / Request form.
- Irregular attendance, absence without prior leave application, insubordination to teachers and any kind of cheating or serious misconduct or any habit or behavior objectionable to the good tone of the school are sufficient reasons for punishment, suspension or even dismissal from school.
- If any circular is issued with tear-off slip, it should be returned duly signed by the parent / guardian to the class teachers the next day. Duplicate of any circular will not be issued.
- Request for Bonafide letters must reach the school office well in advance. Last minute requests will not be entertained.
- Students are not permitted to bring cash to school until and unless a proper circular is sent to the parents through Edunext.
- Students are strictly forbidden from bringing I pads, cell phones or cameras to the class. Bringing any other expensive items, of any sort, games, cards or objectable literature to the school may lead to dismissal from the school.
- Distribution of gifts / eatable by parents to other children, at the school, on the birthday of their ward is prohibited.
- Cutting cake is also not permitted on birthdays. Students are requested to bring sweets without plastic wrappers to contribute towards a cleaner and greener environment.
- Celebrating the Birthdays of our kids with wrapper less chocolates/homemade sweets is appreciable. Please help us keep our surroundings plastic free.
- Students will not be allowed to change activity classes between the Academic Year except for very valid reasons.

### **SCHOOL FUNCTION AND COMPETITION**

- Pupils are expected to take part in all the co-curricular activities of the school as part of Civic training. No one will be excused except for valid reasons and only after delivery obtaining prior permission from the principal.
- Students should not absent himself/ herself for any school function or competitions. The students will then need to meet the Vice-Principal along with the parent.
- Participation in all school conducted events and competitions will ensure that the student gets a positive participation point.

### **MEETING THE TEACHER OR PRINCIPAL**

- Parents can meet the principal on all weekdays at the junior School campus after obtaining prior appointments.
- Any communication made by parents should be addressed to the principal on the tear of slip provided along with for immediate response or through Edunext.
- Parents and guardians are not allowed to meet the children or the teacher during the classes without prior permission from the Principal/Vice Principal.
- Parents are expected to co-operate in the work of the school by enforcing regularity, punctuality, and discipline by taking interest in their child's progress.
- Parents cannot contact the principal or teachers by telephone. Permission will not be given to the parents to talk to the teachers at school through telephone for any reason. Parents must come in person after obtaining prior appointments through the office.
- The teacher will conduct regular Parent Teachers Meeting at school. Once a year by the principal and three times a year by the teachers. Parents will also be allowed to meet the class teachers during the PTM on an allotted schedule.

### **ATTENDANCE & LEAVE OF ABSENCE**

No pupil should stay away from school except for special reasons. A written application in the prescribed form, available in this book, is to be submitted well in advance or through Edunext. Sick leave will be granted only on the production of Medical Certificate for three or more days of leave.

- Absence without prior sanction (unless it is an emergency, accident or sudden illness in which case a Medical Certificate should be produced) will be dealt with severely.

- Permission to go home after a test or otherwise during school hours will be granted only for valid reasons. A gate pass must be obtained from the supervisor on production of a written request by the parents.
- Children are to be discouraged from taking 2 or 3 days of leave continuously. Here again it is stressed that attendance in every class matters a great deal, particularly to students who are weak in academics. They will need to meet the principal along with their parents.
- No leave for marriage and social functions will be granted unless prior permission is taken.
- If a student does not have a minimum of 85% attendance in the academic year, he/she will not be eligible for promotion.
- No student shall stay at home, taking leave and revising for any forthcoming exam.

### **CONDUCT AND BEHAVIOUR**

The school is very particular about the conduct and behaviour of students both inside and outside the school campus. Total assessment of the child's conduct is done using the parameters mentioned below:

#### **GENERAL AREAS:**

- Courtesy and good manners.
- Self-discipline and self-control.
- Behaviour during Assembly, Prayer and Silence Hour/Van.
- Behaviour during lunch and snack break.
- Wearing a proper uniform.
- Punctuality.
- Self-discipline in programmes outside the school.
- Evincing humane qualities, learning to value the values through the Value Education Programme.
- Behaviour during Exams and Tests.

#### **SPECIFIC AREAS:**

- Work Ethics.
- Regular Attendance particularly prior to the exams.
- Classroom behaviour, behaviour in corridors, and between classes.

- Behaviour in Library, Labs and General Assembly.
- Maintaining discipline in the games field is mandatory.
- Certain aspects of the child's behaviour in keeping with the school rules, such as wearing full or proper uniform, being regular in submitting homework/ bringing books to school/submitting the Report Cards duly signed and producing Medical Certificate after recovery from illness is very important.

Improper behavior in the Classroom/Assembly/Lunch/Break/Van time will lead to the following consequences:

- Writing an essay on a "general topic" given on the spot.
- Exemption from two games period.
- Negative discipline points will be given.
- Warning slips will be issued.

Malpractice during exams & tests:

- Warning slips followed by meeting with parents.
- The second time malpractice will lead to detention.
- Regular malpractice during exams will lead to dismissal.

Social Networking Websites:

We very well understand that technology goes hand in hand with the modern education system, but we also believe that certain areas can mislead the children from their focus area of interest and study.

- Students having accounts on social websites like Facebook, Telegraph, Instagram, WhatsApp etc may lead to detention or dismissal from the school based on the gravity of the situation.
- We are concerned about the safety and security of all our students on the internet. Parents are also instructed to ensure that your children do not get into such alluring sites.

**Behaviour in the school van:**

We value the safety of our children, and we hope that they travel safely. We hope that the children keep themselves engaged by reading books during their journey. When students are found to behave in an inappropriate manner while travelling by our school bus which

may include disturbing fellow school mates, teasing or bullying, moving from place to place while the van is on the move, disobedience to the van leaders may lead to the following:

- Two excuses
- Negative Discipline Points will be given
- Warning slips will be issued
- Van facility will be terminated

### **Bullying and Disrespect:**

We have zero tolerance against bullying of any kind. This could include bullying fellow schoolmates physically, mentally, or emotionally. Bullying also includes using bad language. Teachers and fellow schoolmates need to be respected at all times. Any activities by students leading to disrespect of teachers or others will be dealt with very severely.

Negative discipline points will be issued first. Warning slips will be issued if repeated. Students will be sent home on detention after three warning slips.

### **School Property:**

The school as well as the teachers will develop a sense of ownership among students when it comes to taking care of the school property. Students will be taught to respect and take care of all property pertaining to the school with great care. When students are found to damage the school property:

Negative discipline points will be issued first. Warning slips will be issued, and the student will be fined as per the repair / replacement.

### **LIBRARY**

- Pupils are not allowed to keep any book borrowed from the library for more than a week, without permission.
- If a book is lost or damaged, the pupil will have to make good the loss or the damage.
- Exchange of library books amongst students is strictly prohibited. Only the student who borrows the book must return it.
- No library book will be issued unless the book already borrowed has been duly returned.
- A fine of one rupee will be levied per working day, if the book is overdue.
- Maintenance of silence inside the library is a must.

- Students after completing each book must write a library review report and get the signature from the librarian.
- The next book will not be issued from the library if they fail to bring the library report.
- If repeatedly students fail to bring the library report or lose books more than twice- they will not be issued a library book in future. Negative discipline points will be issued. Warning slips will be issued for repeated defaulters.

### **ADMISSION AND WITHDRAWAL**

- Fees once paid will not be refunded under any circumstances.
- Parents applying for Transfer Certificate must send the requisition letter before 1<sup>st</sup> January to 15<sup>th</sup> January of the academic year, failing which they must pay the first term fees of the ensuing academic year to be able to get the Transfer Certificate.
- Transfer Certificate will be given only to those who have paid all their fees, returned library books and settled all other dues.
- Pupils leaving the school in the middle of a term must pay the fees for the full year.
- The school authorities reserve the right to refuse admission to any pupil without assigning any reason. They also reserve the right to allow the continuance of any pupil whose conduct in their opinion is not satisfactory.
- The management decides promotions and hence the results once declared are final and cannot be re-considered under any circumstance. Parents are requested not to approach either the class teacher or any other school authority with such requests.

### **SCHOOL FEE**

- It is advisable for parents to pay the school fee on time through the link available on Edunext or directly at the Bank. Priority may be given to the date of payment of the school fee in their year planner.
- Fees must be paid on or before the 7th working day of school every month.
- Reminder SMS will be sent to the parents. Even after the time extension if the parent fails to pay the fees, they will then be asked to meet the Vice Principal/Principal for a valid reason.

### **NOTES TO PARENTS**

- Parents are requested to spend quality time with their children, to encourage participation in curricular and co-curricular activities of the school and submit reports on time.
- Parents are requested to appreciate the stand that the children themselves are responsible for their own books, stationery, or any other articles they may bring to school. While every effort is made by the school to reduce the incidence of loss of such articles, the ultimate responsibility rests with the children themselves.

### **VAN STUDENTS**

- Van students will be picked up and dropped at important junctions only. Students must wait at the boarding point well ahead of the scheduled time.
- Parents who want their child to be left behind at school for any reason must send in a requisition letter before 12.30p.m.

### **OFFICE TIMINGS**

Weekdays - 9.30 a.m. — 4.30 p.m.

Saturdays -9.30 a.m. —12.30 p.m.

Lunch -12.30 p.m. —1.30 p.m.

Date: \_\_\_\_\_

To  
The Principal  
The Little Kingdom Senior School, Theni.

Dear Madam,

I hereby declare that the particulars of my ward as entered in the personal detail slip are correct. I have carefully gone through the school rules and regulations as stipulated in this booklet. I assure you that we shall abide by the rules.

Yours sincerely,

Signature of the Parent: \_\_\_\_\_

Signature of the Student, Name in BLOCK Letters:

\_\_\_\_\_

Class & Section : \_\_\_\_\_

PERSONAL DETAILS (20 — 20)

Name: \_\_\_\_\_

Std: \_\_\_\_\_ Section: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Year of Joining & Class: \_\_\_\_\_

Father's / Guardian's Name: \_\_\_\_\_

Occupation : \_\_\_\_\_

Designation : \_\_\_\_\_

Office Address : \_\_\_\_\_

Phone No : \_\_\_\_\_

E-mail ID : \_\_\_\_\_

Mother's Name : \_\_\_\_\_

Occupation : \_\_\_\_\_

Phone No : \_\_\_\_\_

Office Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Residential Address : \_\_\_\_\_

Phone No : \_\_\_\_\_

E-mail : \_\_\_\_\_

Name of own Brother/ Sister studying

in this School & his/her Class: \_\_\_\_\_

Address to which the child should  
be sent in case of emergency: \_\_\_\_\_

Note:

1. The details must be filled in only by the Parents / Guardian.
2. Any change in Address /Phone No. must be notified immediately in writing.

PERSONAL DETAILS (20 — 20 )

Name: \_\_\_\_\_

Std: \_\_\_\_\_ Section: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Year of Joining & Class: \_\_\_\_\_

Father's / Guardian's Name: \_\_\_\_\_

Occupation : \_\_\_\_\_

Designation : \_\_\_\_\_

Office Address : \_\_\_\_\_

Phone No : \_\_\_\_\_

E-mail ID : \_\_\_\_\_

Mother's Name : \_\_\_\_\_

Occupation : \_\_\_\_\_

Phone No : \_\_\_\_\_

Office Address : \_\_\_\_\_

Residential Address : \_\_\_\_\_

Phone No : s \_\_\_\_\_

E-mail : \_\_\_\_\_

Name of own Brother/ Sister studying  
in this School & his/her Class: \_\_\_\_\_

Address to which the child should

be sent in case of emergency: \_\_\_\_\_

Note:

1. The details must be filled in only by the Parents / Guardian.
2. Any change in Address /Phone No. must be notified immediately in writing.

The Little Kingdom School, Theni  
DETAILS TO BE FURNISHED BY THE PARENTS TO MAINTAIN  
THE HEALTH RECORD OF THE STUDENT

Name of the Student: \_\_\_\_\_ Admission No: \_\_\_\_\_  
Class : \_\_\_\_\_ Sex: \_\_\_\_\_  
Blood Group: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Name of the Parent: \_\_\_\_\_  
Address: \_\_\_\_\_

Family History : If any of the family members are suffering from:

- a) Diabetes - ( )
- b) Skin Diseases - ( )
- c) Tuberculosis - ( )
- d) Hypertension - ( )
- e) Bronchial Asthma- ( )

PERSONAL HISTORY OF THE STUDENT

1. Birth History : Whether Delivered: Normally/ Forceps Assisted / Caesarian.
2. Any History of convulsions (Fits) 0-5 years:
  - a) Number of Episodes
  - b) Occurred with fever (or) Not
3. Convulsions after 5 years
4. Whether treated for primary complex (If yes, furnish details)
5. Allergic manifestations
  - a) Respiratory Allergies- Recurrent cold & cough wheezing: Yes / No
  - b) Skin Allergy : Yes / No
  - c) Drug Allergy : Yes / No
6. Recurrent throat pain with fever and ear discharge : Yes / No
7. Recurrent Diarrhoea : Yes / No
8. Recurrent Urinary Tract Infections (Girls Only) : Yes / No
9. If the student has suffered from  
Joint pain, Swelling & Fever  
(If yes, furnish details like Xerox copies of treatment)
10. Hospitalization if any - please furnish details
11. If the students have undergone any surgery like Tonsillectomy  
& Appendicectomy etc., (Please furnish details) Yes/ No

Yes / No Yes / No

12. Whether taking medicines for any Disease for a Long time:  Yes/ No  
(Mention the disease, along with the Xerox copy of the prescription)

13. If you have noticed any other Health problem / Behaviour changes:

#### CONSENT LETTER

I hereby permit the school authorities to carry out needy medical treatment whenever required, knowing fully the occasional complications that may arise. (Signature of the Parent)