



Date: 24-10-2025

VIDYA BAL BHAWAN SR. SEC. SCHOOL

(Recognised & affiliated to C.B.S.E.)

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Dear Students,

This is to inform all of you about some important school guidelines and instructions to be followed strictly from **1st November onwards**:

1. Winter School Uniform Implementation:

The **winter school uniform** will be in effect from **1st November**. All students are instructed to start wearing the proper winter uniform as prescribed by the school. You are advised to inform your parents well in advance so that the uniform is ready before the mentioned date. No student will be allowed to attend classes in summer uniform after this date.

2. Folding of Shirt Sleeves Not Allowed:

It has been noticed that some students come to school wearing full-sleeve shirts but keep their sleeves folded during school hours. This practice is **strictly not allowed**. All students must keep their sleeves properly buttoned and maintain a neat and disciplined appearance at all times within the school premises.

3. English Speaking in the school campus:

Through CCTV observation, it has been found that students and some teachers are frequently speaking in Hindi during **English, Mathematics, Science, Social Science, General Knowledge, and Computer** periods. From **tomorrow onwards**, strict action will be taken against this.

- Speaking in Hindi during these periods will lead to a **fine of ₹10 per instance for students** and **₹100 per instance for teachers**.
- The **first instance** will be treated as a warning and **no fine** will be imposed.
- Teachers are instructed to **record the student's name and note the instance in the school almanac**.
- Teachers must ensure **communicate in English only** 20% **Hindi usage allowed** for explanation purposes when necessary. This rule is applicable **only to teachers**, to help students understand difficult concepts better.
- The aim of this initiative is to strengthen students' confidence and fluency in English communication.

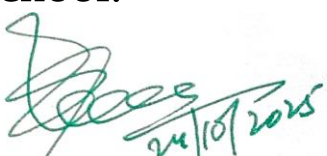
4. White Uniform and Tie Requirement:

On days when students wear **white uniform**, wearing the **school tie** is **compulsory**. From **Monday onwards**, no student will be allowed to attend assembly or class without the proper tie. All students must ensure that the uniform, including the tie, belt, and shoes, is clean, tidy, and properly worn.

5. Maintenance of School Materials:

Every student must take care of their **school diary, notebooks, and textbooks**. These should be kept neatly covered and properly labelled. Damaged or untidy books reflect carelessness and indiscipline, which will not be tolerated. Teachers will be inspecting these items regularly, and remarks may be entered in the diary if negligence is found.

All students are expected to follow these instructions sincerely. Regular monitoring will be done by class teachers and school authorities. Remember, discipline and presentation reflect your attitude towards learning. Let us all work together to maintain the dignity and decorum of our school.


24/10/2025
PRINCIPAL