

St. Gregorios School

(A Recognised Unaided Christian Minority School, Established in 1981)
Gregorios Nagar, Plot No. 12, (Opp. Metro Station) Sector - 11,
Dwarka, New Delhi - 110075

Date: 01.04.2026

CIRCULAR

CODE OF CONDUCT FOR PARENTS AND VISITORS

In order to maintain an orderly, respectful, safe and secure educational environment for students and staff, all parents and visitors are expected to understand their responsibilities and adhere to the following Code of Conduct while on the school premises.

Parents/Guardians are expected to:

1. **Recognise that the education and holistic development of children is a shared responsibility** of the parents, the school and the wider school community.
2. **Adhere strictly to the prescribed visiting hours, appointment procedures and security protocols** of the school.
3. **Refrain from entering classrooms, corridors or other restricted areas during school hours** without prior permission. Parents wishing to discuss the academic progress, conduct or well-being of their ward should meet the concerned teacher/coordinator only with a prior appointment.
4. **Help their children understand the importance of rules and discipline** in maintaining a safe, orderly and positive learning environment.
5. **Ensure that their ward brings only those articles/materials that are permitted and required for the instructional programme and school activities.**
6. **Familiarise themselves with the school rules, regulations and classroom expectations** and support their children in following them.
7. **Promote a positive and supportive attitude towards education, teachers, school authorities and discipline.**
8. **Maintain cordial and respectful relationships with teachers, school staff, other parents and members of the school community.**
9. **Maintain dignity and decorum in their attire and appearance while visiting the school premises.** Parents/visitors are expected

PRINCIPAL
ST. GREGORIOS SCHOOL

(RECOGNISED)

011-42576445, 43026445
Dwarka, New Delhi - 110075



to wear attire that is modest, decent and appropriate for a formal educational institution.

10. **Guide and support their children in dealing appropriately with peer pressure, interpersonal relationships and other challenges.**
11. **Inform the school authorities, where appropriate, about significant changes in the family or home circumstances that may adversely affect the child's conduct, attendance, emotional well-being or academic performance.**
12. **Ensure that their ward is properly dressed, groomed and presented in accordance with the prescribed school uniform and grooming standards.**
13. **Provide a suitable environment and adequate time for study at home** and ensure that homework, assignments and other academic responsibilities are completed regularly.
14. **Check the school diary/communication regularly** and take note of teachers' remarks, instructions and communications. Monthly/periodic reports and terminal examination results should be carefully scrutinised and duly acknowledged by the parents. Appropriate remedial measures should be undertaken promptly wherever required.
15. **Ensure that their ward does not bring mobile phones, electronic gadgets, objectionable material, unauthorised literature or any other prohibited item to school.** Any prohibited item found in the possession of a student may be confiscated in accordance with school rules and may not be returned.
16. **Treat all members of the school staff with courtesy, dignity and respect** and maintain polite and appropriate behaviour in all interactions within the school premises.
17. **Refrain from criticising, reprimanding or making derogatory remarks about teachers or school staff in the presence of their ward.** Concerns or grievances should be communicated through the appropriate school channels.
18. **Recognise that the school and parents share responsibility for the child's education and development.** The school cannot ensure the desired academic and behavioural outcomes without the active cooperation and support of parents/guardians in maintaining regularity, punctuality, discipline and a conducive home environment.
19. **Ensure that their ward attends school regularly and punctually** and complies with the prescribed attendance requirements and school timings.


PRINCIPAL
ST. GREGORIOS SCHOOL
(RECOGNISED)
Sector-11 Dwarka, New Delhi-110075

VISITOR MANAGEMENT AND SECURITY

For the safety and security of students and staff:

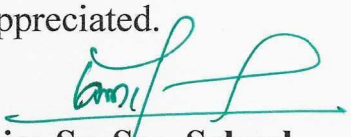
- Entry into the school premises shall be **subject to verification and authorisation** by the designated security personnel.
- Visitors may be required to **produce valid identification and state the purpose of their visit**.
- Visitors shall remain only in the **designated areas** and shall not move around the school premises without permission.
- Unauthorised entry into classrooms, activity areas, staff areas or other restricted zones is **strictly prohibited**.
- Parents/Guardians shall not attempt to meet students during instructional hours without prior permission from the school authorities.
- All visitors are expected to comply with the instructions of the school administration and security personnel at all times.

COMPLIANCE

The school reserves the right to **restrict, regulate or refuse entry** to any person whose conduct is considered inappropriate, disruptive, disrespectful or contrary to the safety, security and discipline of the institution.

All parents/guardians and visitors are requested to **uphold the dignity of the school and extend their full cooperation in maintaining a safe, disciplined, respectful and child-friendly environment**.

Your cooperation and adherence to the above guidelines are expected and sincerely appreciated.

Principal 
St. Gregorios Sr. Sec. School
Dwarka, New Delhi

PRINCIPAL
ST. GREGORIOS SCHOOL
(RECOGNISED)
Sector-11 Dwarka, New Delhi-110075