

Tender Heart High School, Sector 33-B, CHD..
Notice – Regarding Rules and Regulations during Online Classes

Dated : 09.01.2024

Dear Students,

Rules, Regulations, Mannerism and Etiquettes to be followed by students during Online classes are as follows-

1. Teachers/staff members will teach or instruct by either writing on blackboard or through tablet/laptop/digital tab where the positioning of the teacher will be the Teacher-table or in direct interface with their students.
2. For Class Nursery to Class-III it is certainly desirable that one parent of the child preferably mother/grandmother may kindly sit alongside the child, to the degree of not being visible in the camera. Children of Class-IV and above may sit alone, but yet should be discreetly monitored by parents regarding discipline and attention.
3. Students should have had a bath, eaten their breakfast and should be ready for the online session/s.
4. Students are compulsorily required to wear proper fitting School Uniform while attending the online classes. Students should be smartly dressed, should have properly combed their hair and it should not appear that the students are casually attending the online session/s.
5. Parents sitting alongside the students, may kindly neither participate nor interrupt the ongoing teaching and they are to treat the setting as a live class and let their child develop his/her own confidence level towards the class in progress. All relevant issues towards the lessons taught may be raised /discussed by the students for which time will be given 25 minutes after the start of the online classes.
6. Sikh boys may kindly wear properly tied turban/patka.
7. Discipline towards appearance and seriousness of attending the online classes will be very closely monitored and lapse in this area/zone will be followed up by a notice from the school towards which the version and interpretation of the Class Teacher/Subject Teachers will be trusted.
8. The link to the Zoom meeting/s will be sent just five minutes before the start of the online session and a new link will be sent for every subsequent period. Students may kindly not share these links with anybody.
9. Kindly charge the battery of your mobile phone to full capacity before the online session/s starts.
10. It is mandatory for all students to switch on the camera of their mobiles during every online class. In case any student is not able to attend the online class due to a technical issue the student may kindly inform the Class Teacher at the end of the session by means of WhatsApp or S.M.S..
11. No student should intentionally either interrupt or disturb the interactive session.
12. Students may kindly enter the 'online meeting' with his/her full Name, Admission Number and not with the name of the parents. In the absence of this, students will not be given entry into the online session by the concerned Subject Teacher.

13. Students may kindly have their sitting arrangement in a quiet place at their homes and there should be no background noise like various household sounds, pressure cooker whistle, vegetable vendors calling in the streets, etc..
14. Any child disturbing the online session to the disadvantage of other students will be immediately removed from that particular session at the sole discretion of the Class Teacher/Subject Teacher and no complaint/s will be entertained by the school during the then ongoing session.
15. No parent/child may kindly call any school authority regarding the then ongoing session for any issue. Post-session however, the parent/s may kindly bring the matter to the notice of the Class Teacher either by WhatsApp message or Telephone call at the School Reception with the latter being preferred.
16. No personal chatting between the students is allowed during the entire session.
17. It is mandatory/compulsory for all students to write in their notebooks each and every word written by the concerned Subject Teacher on either the blackboard or relevant device, tablet, laptop. Students are informed by way of this notice that educationally speaking true learning will only take place if subject matter of the teaching class is 'written by the learners'. Students may kindly follow these instructions for their own benefit.

Further issues regarding the online classes/sessions, apart from those mentioned in this letter and subsequently coming to the notice of the school staff/school authorities, will be followed up by an addendum notice/s.

Principal
Tender Heart High School