



## Vishwa Bharti Public School, Ghaziabad

Sushant Aquapolis, Opposite Crossing Republik, Near ABES College, NH-9, Ghaziabad

Phone: 9218464408, website: [www.vbpsghaziabad.com](http://www.vbpsghaziabad.com), email: [vbpsgzb@yahoo.com](mailto:vbpsgzb@yahoo.com)

### CIRCULAR

Date: July 21<sup>st</sup>, 2026

VBPS-G/2026-27/Circular/10

**Subject: Advisory – Reinforcing Discipline, Responsibility, Positive School Conduct & Unit Test Guidelines.**

Dear Parents

Warm Greetings!

At Vishwa Bharti Public School, Ghaziabad, we believe that a child's holistic development is achieved through a strong partnership between the school and parents. A disciplined, safe, and value-based environment enables every learner to flourish academically, socially and emotionally. We request your wholehearted cooperation in ensuring that your ward consistently follows the school norms and expectations.

#### **1. Punctuality & Regular Attendance**

Regular attendance and punctuality help students develop discipline, confidence and continuity in learning.

- Ensure that your ward reaches school before the reporting time.

#### **School Timings:**

- Blossoms to SKG: 7:50 a.m. – 12:00 noon
- Classes I to XII: 7:50 a.m. – 2:00 p.m.
- A leave application must be submitted when the child resumes school after an absence. Prior approval should be sought for planned leave.

#### **2. School Uniform, Grooming & Personal Hygiene**

A neat appearance promotes discipline, equality and a sense of pride in the school.

- Students must wear the complete prescribed school uniform.
- House uniform should be worn only on Fridays.
- Sports shoes are not permitted on regular school days unless specifically instructed.
- Shoes should be clean and well-polished.
- Nails must be trimmed and free from nail polish.
- Boys should maintain a neat crew cut.
- Girls should keep their hair neatly tied with hair bands or pinned with simple black clips.
- Personal hygiene should be maintained at all times.

#### **3. Essential School Belongings**

Carrying the required materials helps students remain organised and ensures uninterrupted learning.

- Every student must carry a **1-litre water bottle** to stay hydrated throughout the school day and avoid leaving the classroom repeatedly for refilling, thereby preventing disruption to teaching and learning.
- Books, notebooks, and stationery should be brought as per the timetable.
- **Students must bring their school almanac every day, as it is an important medium of communication between the school and parents.**

#### **4. Discipline & Positive Behaviour**

Respectful behaviour creates a safe, happy and productive learning environment for everyone.

The school follows a zero-tolerance policy towards bullying, intimidation, inappropriate language, vandalism, and all forms of indiscipline. Students are expected to display honesty, courtesy, self-control and respect at all times.

#### **5. Bus Etiquettes**

Good behaviour on the school bus ensures the safety and comfort of all commuters.

##### **Students must:**

- Follow the instructions of the bus staff.
- Remain seated while the bus is in motion.
- Maintain discipline and avoid unnecessary noise.
- Respect fellow commuters and school property.

#### **6. Empathy & Responsible Citizenship**

Children should learn to be kind, inclusive and respectful towards others and take responsibility for their actions.

Parents are requested to encourage their children to show empathy towards teachers, peers, support staff and to care for school property.

#### **7. Periodic Test Guidelines**

**Regular attendance during Periodic Tests ensures fair assessment and continuity of learning.**

- Attendance in all Periodic Tests is mandatory.
- Students must attend school for the full school day. Short leave or early departure after the Periodic Test is not permitted, as regular classes continue after the examination.
- In case of absence, a leave application along with valid supporting documents, wherever applicable, must be submitted.

**Parents are requested to carefully read the School Almanac with their ward and ensure adherence to all school policies:**

- Pages 13–14: School Rules
- Pages 19–21: School Uniform Guidelines
- Pages 31–35: Assessment Policies & Examination Rules

Your continued support and cooperation are invaluable in nurturing disciplined, responsible and confident individuals. Together, let us create a safe, respectful and positive learning environment where every child can thrive.

Working Together

  
Dimple Puri  
Principal