

**A HIGHER
STANDARD**



New Concept Academy

新概念中文

Rules and Guidelines in School

- In case of absence, parents should call the school in the morning of the absence and notify the teacher in writing upon the student's return to school.
- Respect each other at all times. Disagreements will be settled by discussing the problem and seeking a solution that is fair to all concerned.
- Buildings and rooms will be kept clean and neat. Do not deface or damage school property. Students who vandalize the school property will make restitution.
- Maintain order when moving to different areas. Do not run; running is a frequent cause of injuries.
- The following are not allowed in school unless prior permission is granted by the school staff:
 - radios, cell phones, pagers and other electrical equipment, yoyo, darts, sling shots, and other potentially dangerous toys
 - valuables, extra money, computer games, items of sentimental value
 - fireworks, matches
 - weapons or expensive toys
 - gum and slime
- Remain within school boundaries at all times. Students leaving the campus must be accompanied by a parent/guardian.
- Avoid using abusive or profane language and gestures. (Disorderly Conduct, a Class B offense).
- Do not climb trees, gates, railings, fences, and the school buildings.
- Leave the premises immediately after school duties/responsibilities are completed.
- Buying/selling off personal items and trading are not allowed.

Please sign here to confirm you acknowledge all school policies, fee schedules and guidelines.

PRINT NAME (Parent/Guardian): _____

SIGNATURE (Parent/Guardian): _____