



KINGSTON HIGH
LOWER PRIMARY SCHOOL
Excel Through Knowledge

Please paste
recent passport
size photo of
child here

Appl. No:

APPLICATION FORM - Year 20 -20

1. Full name of Pupil (in Capitals): _____

2. Sex: _____ 3. Nationality: _____ 4. Religion: _____

5. Caste: SC ST OBT OBC General _____
(Please tick the appropriate box)

6. Class in which admission is sought: _____

7. Date of Birth (in words and figures): _____
_____ --

(Please attach relevant certificates of your child's name issued by appropriate government authority.)

8. Place of Birth: _____ Mother Tongue: _____

9. Name of Parents (in Capitals)

Father: _____ Educational Qualification _____

Mother: _____ Educational Qualification _____

10. a) Father's Official Business Address : _____

Designation _____ Annual Income: _____

Office Phone No.: _____ Mobile No.: _____ E-mail address: _____

b) Mother's Official Business Address : _____

Designation _____ Annual Income: _____

Office Phone No.: _____ Mobile No.: _____ E-mail address: _____

11. Parent's present Residential Address: _____

_____ Residential Phone No.: _____

12. Parent's Permanent Address: _____

_____ Phone No.: _____

13. Name of siblings(if any) : 1. _____ 2. _____

School studying in _____

School

Class

14. Name of Local Guardian (in full): *(We need the name of a relative / friend in case we cannot reach the parents in an emergency)*

a) Relationship to student: _____

b) Guardian's official designation and address: _____

Office Phone No.: _____ Mobile No.: _____ E-mail address: _____

c) Guardian's residential address: _____

Phone No.: _____

15. School presently studying in:

Name: _____ Grade: _____

Place: _____ Academic Year: _____

Medium of Instruction: _____

16. Reason for leaving present school: _____

17. Choice of 2nd Language for applicants (Hindi / Kannada): _____

18. Do you have a computer at home? Yes No

19. Would you like to utilize the school bus facility? Yes No

20. If admission is granted would you be in a position to contribute to the school (Not in cash or kind) in any of the following ways [Please tick for yes (✓) for No (X)]

a) Volunteering to escort the school teams and providing transport for Inter-School Competitions etc.

b) Car pooling

c) Helping in our events / publicity / finding sponsors etc.

d) Volunteering to fill in for teachers when they are absent

e) Story telling for the junior children

f) Any other activity please specify _____

I request that the above applicant be admitted into Kingston High Lower Primary School. I understand that this is a Secular Institution.

I have read the prospectus and agree to abide by the rules and regulations laid down therein.

Date: _____ / _____

Signature of Parents / Guardian

FOR OFFICE USE ONLY

Receipt No.

Cashier's Signature

6. Does the child suffer from any other ailment or constitutional peculiarity affecting the general health, sight or hearing etc.?

7. If the child, at any time within three weeks before the date appointed for joining the school has been exposed to any infectious disease, immediate notice of the facts should be sent to the Principal and such a child is, on no account, to be sent to school without the Principal's permission.

8. Do you have a regular Paediatrician / Family Doctor who looks after your child?

If yes, name of the Doctor _____ Ph. No _____

I hereby certify that to the best of my knowledge and belief, the above named child has not, for atleast three weeks, been exposed to any infectious disease (including those already mentioned) or entered any house where, such disease had existed, and that I bind myself to abide by the rules of the school and extend my full co-operation in all its endeavours.

Date: _____

_____ / _____

Signature of Parents / Guardian

Signature of Principal

OPEN HOUSE AND PARENT - TEACHER MEETINGS

The School would like to work along with you to foster a healthy relationship between Parents, Teacher and child. Therefore in your own interest and to ensure a better and closer Parent - Teacher relationship which will benefit your own child, you are required to attend "Parent-Teacher Meetings".

OPEN HOUSE AND PARENT - TEACHER MEETINGS

I _____ Parents of

_____ of Std/Class _____ agree to

participate in the Open House and Parent-Teacher Meetings of Kingston High Lower Primary School, Bangalore. I will pay the school admission fees and initial annual fees after admission is granted.

Date: _____

_____ / _____

Signature of Parents / Guardian

IMPORTANT NOTES: TO BE READ AND SIGNED

1. This School Data Form is NOT complete and the name will NOT be registered unless the following documents are attached:
 - a. A copy of Birth Certificate must be attached. The original Birth Certificate must be produced for verification.
 - b. In case of admission to any other class other than Nursery, a copy of latest previous progress report of the present school must be produced.
 - c. All students born outside India must register their names with the Police Commissioner's Office before submission of this form and submit a copy of PIO/PR.
 - d. After admission has been granted, the Transfer Certificate must be duly completed and countersigned by Education Authorities. If the school is outside Karnataka state, a copy of the Birth Certificate must be submitted, before the child joins the class.
 - e. Students belonging to SC / ST / OBC / OBT must produce supporting document at the time of admission.
2. Please note that students have to be present on the first and last working day of the school.
3. **ONCE ADMISSION IS GRANTED THERE WILL BE NO REFUND OF ANY PAYMENT FOR ANY REASON**

**I HAVE READ & CLEARLY UNDERSTOOD THE IMPORTANT NOTES MENTIONED ABOVE,
ESPECIALLY POINT # 3**

Date: _____

_____/_____
Signature of Parents / Guardian

Signature of Principal

RULES AND REGULATIONS

The Management reserves to itself the right of admission

1. The school year begins in June. There are three terms, the first from June to September, the second from October to December and third from January to April.
2. Fees are payable for twelve calendar months in the year. Fees may be increased at the discretion of the Board of Management of the School.

Defaulters are liable to be fined. Anywhere arrears are involved, the student could be suspended till all dues are paid. If fees are not paid by the time the next bi-monthly charge is made, the student's name will be struck off the rolls, unless a reasonable explanation is given in writing. If re-admission is granted, a re-admission fee of Rs. 1500/- (One thousand five hundred only) must be paid in addition to the dues and fine for late payment. Receipts must be demanded whenever money is paid.

ABSENTEES

3. Students will not be permitted to avail of a long leave of absence during school days. If a child is ill, the class teacher should be informed of the cause of absence. If a child needs to avail of leave due to any exigency, a leave application should be submitted to the Principal, clearly stating the reason for the leave of absence.

A fine of Rs. 100/- per day will be levied for students missing school immediately prior to or after a long holiday / vacation.

WITHDRAWALS

4. Students can be withdrawn **only at the end of the Academic Year**. A clear one month's notice has to be given to the school if the student is to be withdrawn in which case the fee for the T.C. will be Rs. 100/-. However if the T.C. is required immediately, full fees for 2 months will be charged in lieu of notice as fee for the T.C.

If students are withdrawn at the beginning or in the middle of the academic year, the full year's fees has to be paid and only then a T.C. will be issued.

DISCIPLINE

5.
 - Pupils should be punctual and regular.
 - Any pupil indulging in malpractice during examination will get a zero for the particular paper and will be debarred for the remaining papers of that particular sitting or will be dismissed.
 - Strict regularity, implicit obedience, politeness and courtesy in speech and conduct are rigidly insisted upon. Objectionable conduct, whether in or out of school, is punishable with expulsion.
 - All instructions issued from time to time should be carefully followed and obeyed.
 - Students found consuming alcohol or smoking within or outside the campus will face strict disciplinary action or expulsion.

DRESS

6.
 1. It is compulsory for students to wear the full school uniform when attending school.
 2. Pupils must look after their belongings. The school cannot make itself responsible for the loss of books, money, clothes and other articles. The school takes all precautions to safeguard each child's property. It is not advisable for pupils to have money or valuable articles with them. Students must not wear jewellery.

Date: _____

Signature of Parents / Guardian