

# UNIVERSAL WHITE HALL

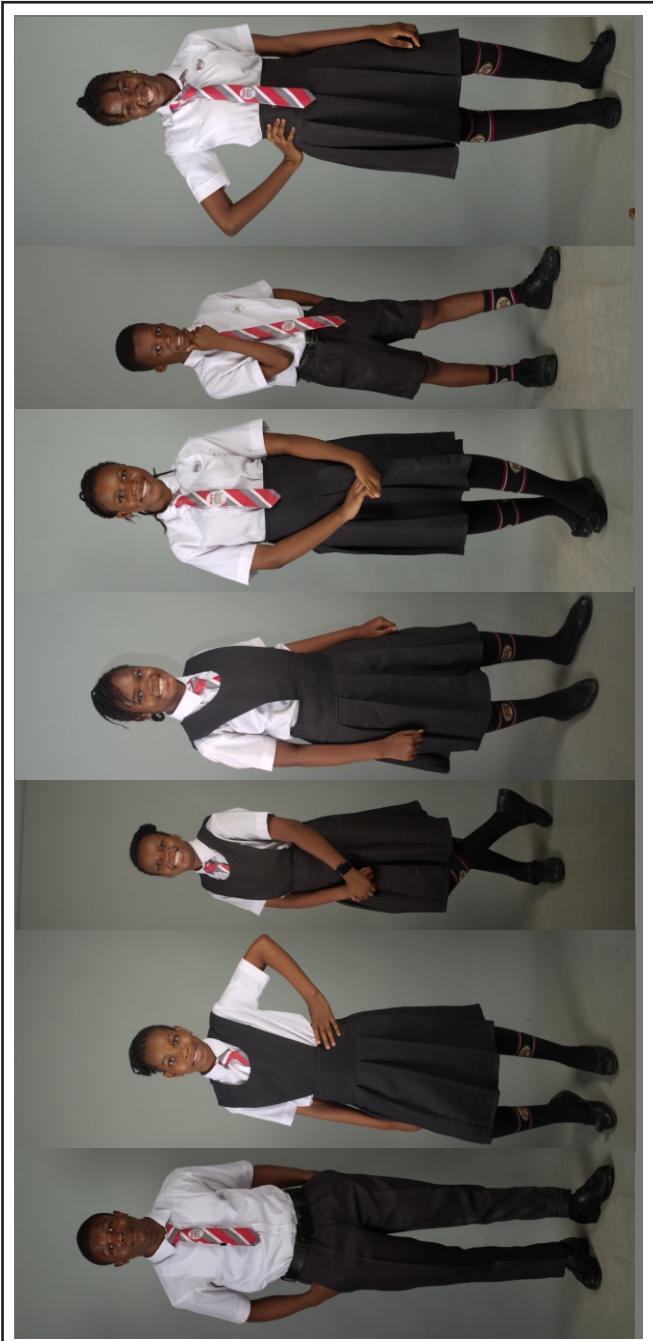


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**Student Hand Book**

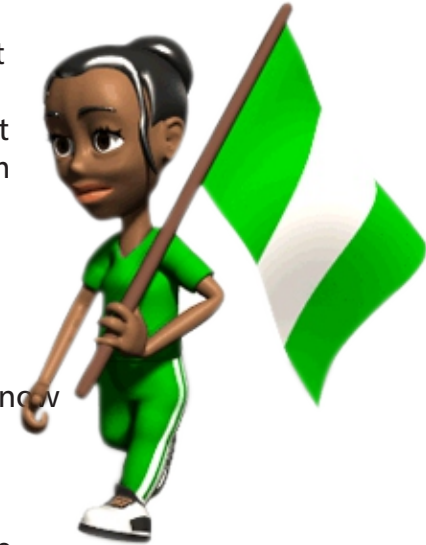
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## THE NATIONAL ANTHEM

Arise O Compatriots  
Nigeria's call obey  
To serve our father land  
With love, strength and faith  
The labour of our heroes past  
Shall never be in vain  
To serve with heart and might  
One nation bound in freedom  
Peace and unity.

O God of creation  
Direct our noble cause  
Guide our leaders right  
Help our youth the truth to know  
In love and honesty to grow  
And in living just and true  
Great lofty heights attain  
To build a nation where peace  
And justice shall reign



## THE NATIONAL PLEDGE

I pledge to Nigeria my country  
To be faithful loyal and honest  
To serve Nigeria with all my strength  
To defend her unity  
And uphold her honour and glory  
So help me God.

## MISSION

To provide a dynamic and functional education to students with the main purpose of solving everyday problems. Our systematic approach is to make our students solution providers in any field of their choice.

## VISION

To be an centre excellence in learning, educational research and service to humanity.

## MOTTO

Haeredem Deus Facit Non Homo





**UNIVERSAL WHITE HALL COLLEGE  
SCHOOL RULES AND REGULATIONS**

This document shall be known and called Universal White Hall students Handbook. "**Students Handbook**".

**PREAMBLE:** The Students Handbook contains rules and regulations governing the conduct and character of students of Universal White Hall College.

**GENERAL RULES**

RULES	PUNISHMENT/PENALTY
<p><b>1a. REGISTRATION</b> i. All students are to complete a prescribed registration form at the beginning of every session. ii. All SSS 3 students shall be boarding students right from first term till the end of third term of the same session.</p> <p><b>PAYMENT OF FEES</b> b. All prescribed fees are to be paid promptly by all students. Each JSS3, SSS3, IGCSE and A Level students must pay all school fees in full for the session before being registered for WASSCE, NECO, IGCSE &amp; A –LEVEL examinations. JSS3 and SSS3 bills shall be merged from first term to third term of every session.</p>	<p>a. Non registered student(s) will not be allocated to a class nor will their names be entered in the class register attendance</p> <p>b. New students will not be registered until they pay all the prescribed fees in full. More so, all students who neglect, refuse or fail to pay fees on the day of resumption shall not be allowed into the school premises.</p>
<p><b>2. RESUMPTION</b> The resumption date shall be strictly adhered to.</p>	<p>Any student that resumes outside the resumption date will be penalized with manual labour for number of days that shall be considered by the principal with reference to the number of days absent.</p>
<p><b>3. LATENESS TO SCHOOL</b> The school gate will be closed at 7.40am on each school day and throughout the assembly period. Latecomers may be allowed to join the general school assembly.</p>	<p>Students who arrive after 8.00am will be punished. The type of punishment to be meted out will be at the discretion of the principal.</p>

	<p>Students who arrive after 8:30am will not be allowed into the school for the day.</p>
<p><b>4a CLASSES:</b>                  Students must:</p> <ul style="list-style-type: none"> <li>i. Attend school and classes regularly and punctually.                      If any student will be absent from school, the parent(s) should send a written official/formal letter to the principal within 24 hours.</li> <li>ii. Bring the recommended textbooks and materials directly related to offered subjects.</li> <li>iii. Submit assignments, home-work and project as at when due.</li> <li>iv. Seat for all class tests and examination.</li> <li>v. Not bring into the school premises/classes games, e.g. ( balls, cards, monopoly etc), walk-mans, mobile phones, palmtops, laptops, headphones, smart watches, ipods and such other allied instruments/ materials except as or when recommended by the school authority.</li> <li>vi. Remain in the library, and such other places permitted for private study during free periods.</li> <li>vii. Remain in the school until the closing time unless they have special permission of the Principal or Vice –Principal or their designates to do otherwise.</li> </ul>	<ul style="list-style-type: none"> <li>i. Without an official/formal written letter, no make-up test shall be conducted for the student.</li> <li>ii. Any student who fails to bring the recommended textbooks to class shall be denied entry into class, after the second warning.</li> <li>iii. Failure to submit assignment after deadline shall earn no marks except with tenable/accepted reasons. No make-up assignment shall be given.</li> <li>iv. Without a written official/formal letter, no make-up test shall be given to the student(s).</li> <li>v. Such items shall be seized and may be released at the end of the term. This is subject to the discretion of the School Authority.</li> <li>vi. Offenders shall be punished as recommended by the principal</li> <li>vii. Offenders shall be made to serve punishment as recommended by the Principal or Vice Principal.</li> </ul>



students.

**“Visitor”** means anyone who is NOT a registered parent(s) or guardian(s).

**“Non-School days”** means day where school activities are not scheduled.

**“Assembly Ground”** means any place or gathering of teachers/school staff and students where information(s) are passed by the school.

**"Principal"** means someone who is the leader of entire school community and the head administrative and academic task with supervision of all students and teachers of the school.

**"Vice principal"** means the assistant to the principal who is to deputize for the principal or carry out assignment delegated by the principal.

**"Letter"** a letter as used in this book means a handwritten or printed on a paper addressed/sent to the recipient via mail nor post in an envelope or physically delivered.

**"Restitution"** means restoration of something, items, properties e.t.c to its original position, state or owner.

<p>viii. Not roam/loiter around the school hostel, staffroom, staff quarters between school opening and closing hours or at any time.</p> <p>ix. Not play basket- ball, football, lawn tennis, table tennis or any of such other games between 8:00am and 3:50 pm except other days as approved by the School Authority and when accompanied by a Physical and Health Education teacher/ instructor.</p>	<p>viii. Offenders shall be punished as recommended by the Principal or Vice Principal.</p> <p>ix. Offenders shall be punished as recommended by the Principal.</p>
<p><b>4b. Leave of absence from School.</b></p> <p>i. Any parent who wants his/her child(ren) to be absent from school should write an official/formal letter and address same to the principal given a minimum of one week (7 working days) notice before the due date.</p> <p>ii. The request shall ONLY be granted on the following grounds:</p> <p>a. Appointment at the embassy.</p> <p>b. to seat for tertiary entrance examination/test (SSS3 ONLY).</p> <p>c. medical appointment.</p> <p>iii. In the case of emergency (especially on health ground), parent(s) should send written letter to the principal within 24hours.</p>	<p>Without the official/formal letter, no make-up test shall be conducted for the student.</p> <p>Consistent/deliberate absence from school shall attract punishment as deem fit by the school authority.</p>
<p><b>4c. CAFETERIA/BUTTERY</b></p> <p>The cafeteria is out of bounds to students, except during meal times/break times and when accompanied by teachers/ boarding supervisors or any other school officials.</p>	<p>Any student who violates this rule shall be made to serve punishment as recommended by the Principal/ Vice Principal.</p>
<p><b>5i. PARENTS/ GUARDIANS</b></p> <p>Parents/ Guardians are encouraged to visit school during break time to discuss the progress of their children/ wards with teachers. Parents /Guardians are not allowed in or near classrooms during school hours. In urgent cases, the</p>	<p>Defaulting parents/guardians shall be deprived access to his/her ward(s)</p> <p>Any student who is unlawfully found with parent(s)/guardian(s) during school hours</p>







**8. UNIFORM AND APPEARANCE**

Only the prescribed uniform must be worn in the school for internal and external examination taking place in the school.

Students are expected to be neatly and smartly dressed in school uniform at all times.

i. All uniform shall be supplied by the school.

ii. The school uniform or the prescribed uniform shall be worn throughout school hours and when students are representing the school or appear as a group in public.

Only female students in the senior secondary school are permitted to wear skirt as supplied by the school. Female students in junior secondary school are to wear pinafore of knee length as supplied by the school. Jeans and any unauthorized skirt/pinafore are not allowed

iii. The girl's uniform must be maintained in the style not above the knee length as supplied by the school.

iv. Defacing and tearing of school uniform inside or outside the school shall be viewed seriously, particularly after completing any internal or external examination

v. Multicoloured/ dangling earrings are not allowed. Only a pair of white, silver and gold small stud ear-ring is permitted for girls.

i. Uniform NOT supplied by the school shall not be accepted.

ii. Violators shall be reprimanded and made to dress properly or sent home to comply with the prescribed school uniform.

iii. Violators shall be sent home to comply with the prescribed uniform and style.

iv. Violators shall not be entitled to any documents, examination result, testimonials recommendation letter from the school or as may be determined by the School Disciplinary Committee where applicable.

v. The offensive item (s) (multicolored, dangling earrings e.t.c) shall be seized and delivered to the principal.

**The above attire may be modified from time to time.**

iv. All the rules regarding students' general conducts in the school shall be applicable during the event.

V. Dinner Attire for Graduating Parents/Guardians. The dinner attire for graduating parents/guardians will be:  
Male: Navy Blue suit, White shirt and Red -bow tie.  
Female: Navy Blue gown with White/Silver accessories.

iv. Violator(s) of sub rule iv will be denied access to the venue.  
v. Violator(s) of sub rule v will be denied access to the venue.

**30. Co- curricular**  
**The school shall organize co-curricular activities that will reflect her educational philosophy on academics, moral, discipline and ambience.**

All students shall take part in the activities organized from time to time by the school.

Consistent failure to participate in school activities will have the candidacy of the student for any elective post/functions reviewed.

**31. SCHOOL BUS**

The use of the school bus is optional and should be subscribed for.

1.The school bus can only pick the students who have fully subscribed and paid for the service.

**The location/ address to pick and drop student(s)**

2.The location/ address to pick and drop student(s) must be clearly stated and shall be strictly adhered to.

The location/address shall not be subject of variations days to days or weeks to weeks.

3. The waiting time of bus at each location shall be a maximum of two minutes(120seconds)

4. A student is assumed to be in the school as soon as he/she steps into the school bus and hence expected to abide by all the school regulations.

5. Activities that breach safety precautions which include but not limited to throwing object in and out

1.The service will not be rendered to any student who has not fully subscribed.

2. The variation of location/address will not be entertained.

3. The driver shall proceed in his journey immediately the waiting period elapses and will not be under obligation to come back to the same location.

4. Applicable penalties to offence committed shall apply.

5. Violator shall be punished ranging from strokes of cane,

<p>any other communication application whichever is most appropriate in the circumstance, or a combination of both.</p>	
<p><b>29. Dinner</b> The school shall always organize and have annual dinner/award night. i. All graduating students <b>MUST</b> attend the dinner/award night.  ii. The testimonial of the graduating students shall be awarded at the dinner events.  iii. Students are expected to dress in prescribed dinner attire. <b>The dinner attire for male shall be White blazer, White shirt, black trouser, wine bow tie and White Hall Lapel.</b> <b>The dinner attire for female shall be Wine gown White/Silver accessories and White Hall Lapel.</b></p>	<p>i. Any students(s) that fails to attend the dinner/award night will <b>NOT</b> be given testimonial or at a cost that will be determined by the school management.  iii. Any student(s) who does not conform with the prescribed dress mode will be denied access to the venue.</p>

<p>vi. Girls must not wear any kind of makeup. The wearing of bangles, necklaces, chains, rings and any other adornment is not allowed. Overgrown nails, painting of nails or wearing of artificial nails are not allowed. Bands or clips may be allowed. Where bands or clips are used, they must: a. not be beaded, b. be moderate c. be plain black/white/silver/gold.</p> <p>vii. Wearing of nose ring, eyes ring, lip rings, ankle chain(s), toe or finger rings, multiple earrings and any other bodily adornment except as allowed in (vi) above is prohibited.</p> <p>viii. Girls should wear their hair neatly as prescribed by school authority from time to time <b>without</b> any attachments, decorative clips or materials including wigs, or weavon right from the day of resumption.</p> <p>ix. Boys should tuck in their shirts while in school uniform. Neither sleeves nor trousers should be rolled/folded.</p> <p>x. The boys' uniform must be maintained in the school style. Slim fitted shirts, shorts/trouser are prohibited.</p> <p>xi. Only male student in the senior secondary school are permitted to wear trousers as supplied by the school</p>	<p>Such items may be returned at the end of the term subject to the discretion of the School Authority.</p> <p>vi. The offensive item(s) shall be seized and delivered to the principal. Such items may be returned at the end of the term subject to the discretion of the School Authority.</p> <p>vii. The items, nose ring, eyes ring, lip rings, ankle chain(s), toe or finger rings or multiple-earrings shall be confiscated and such item may be returned at the end of the term. The violator shall be punished as may be determined by the principal or vice principal.</p> <p>viii. Violators shall be sent home immediately to come back properly dressed or made to stay in violator arena throughout the day.</p> <p>ix. Violators shall be reprimanded or given a specified number of strokes of cane, as recommended by the principal or Vice Principal.</p> <p>x. Violators shall be sent home to comply with the prescribed uniform and style.</p> <p>xi. Violators shall be sent home for the day and will only be allowed back in the school until after wearing the correct</p>
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<p>Male students in junior secondary school are to wear short of knee length as supplied by the school. Jeans and any unauthorized trouser/short are not allowed.</p>	<p>uniform, or made to stay in violator arena throughout the day.</p>
<p>a. Earrings, nose ring, bangles and chains are not allowed.</p>	<p>ai. The items, ear/nose rings shall be confiscated and may be returned at the end of the term. Chains, bangles and other items shall be confiscated and may be returned at the end of the term.</p>
<p><b>b. SAGGING:</b> There shall be no sagging, sagging of tie and or hipster wearing of shorts or trousers. Shorts or trousers must always be worn on the waist.</p>	<p>ii. Boys that wear ear/nose ring or any bodily attachment shall be made to face School Disciplinary Committee. If found guilty, the student(s) will be given minimum of one week suspension.</p>
<p>c. Boys must have natural low hair cut (no designs) and the beard must be clean – shaven (no keeping of beard).</p>	<p>b. Sagging shall attract punishment ranging from manual labour, strokes of cane. The first violator shall be reprimanded.</p>
<p>xii. Students should wear only the prescribed school cardigans. Cardigans must not be worn under the uniform. Jackets are not allowed. School foot wears must be BLACK with black low heel.</p>	<p>ci. Student(s) with wrong hair cut shall be reprimanded and sent home to wear the right haircut.</p> <p>ii. Any student with bushy hair will be sent home to cut the hair.</p> <p>iii. Any student with a beard will be sent home to shave the beard. Where it is not visible to send the violator home, he shall be kept in the violator arena throughout the day.</p>
<p>xii. Items of clothing and / or shoes worn by students which are not recommended, shall be seized and confiscated and may be returned at the end of the term subject to discretion of the School Authority.</p>	<p>xii. Items of clothing and / or shoes worn by students which are not recommended, shall be seized and confiscated and may be returned at the end of the term subject to discretion of the School Authority.</p>

<p><b>27. House wear</b> All boarders must always put on house wears immediately after the school hours and non-school days except on Sundays when they should put on Sunday’s wear, for Sunday service. At all times boarders shall be properly dressed when in their rooms.</p>	<p>However, violators in respect of smoking, drinking of alcohol or hard drug e.t.c. shall attract stiff punishment, substantial suspension or expulsion from school as may be prescribed by the school disciplinary committee.</p> <p>Punishment shall be meted out as deemed fit by the principal or house parents for violation of this sub–rule.</p>
<p><b>28.1 Electronics and Electrical Appliances:</b> a. The use of MP3/MP4 player, IPOD, Game boy, cassette players, walk mans, electric stoves, boiling rings/heaters, phone, IPAD, laptop and other electronic gadgets etc are not allowed in the boarding house.</p> <p>b. Without prejudice to the above, the use of phones, IPAD and Laptops ONLY for class assignment application (google classroom, SSCE and JAMB practice Questions) would be allowed but strictly MUST be submitted and controlled by the school.</p>	<p>a. Such electronic/electrical appliances/ gadgets if found with any student, shall be seized and may be returned at the end of the session.</p> <p>b. Any student(s) found using any other forms of application other than the ones mentioned in this section shall be punished by the school authority and the gadgets will be seized and may be returned at the end of the session.</p>
<p>c. The use of pressing iron will be strictly controlled by the school.</p>	<p>c. Violators shall be duly punished as deem fit by the school authority.</p>
<p><b>28.2 Communication with Parents/Guardians.</b> <b>The provision of this session shall also be applicable to the parents/guardians whose child(ren) are in the boarding house.</b> Correspondence may be through the boarder’s parents’ phone number(s), physical or online meeting, e-mail, WhatsApp application, in print and</p>	<p>Communication shall deem to be effective once it is done through any of these media.</p>

**25.9 Cleanliness**

Dormitories must be kept clean, beds properly laid, lockers kept clean and tidy, toilets must be decently used. Students must not deface wall and other boarding facilities.

**26. Senior/ Junior Relationship in the Dormitory**

a. Seniors and juniors are expected to live in harmony.

b. Seniors should protect juniors and be courteous to them. Under no circumstances should a senior student punish, beat or bully a junior/fellow student.

c. Boarders shall not obtain/collect money, provisions, materials of any kind from another boarding student(s).

d. Seniors should not send juniors on errands like fetching water, washing and ironing clothes, carrying food, buying snacks or any errand whatsoever.

e. There shall be no bullying, fagging, fighting, smoking and drinking of any type of alcohol or the use of unprescribed drug or any “hard/illicit drug in the dormitories.

Violation will earn scrubbing of the floor of the dormitory and washing of toilet under the supervision of house parent/supervisor. Defaced/damaged wall/property will be painted/repared by the parents/guardian of violators.

a. offenders shall be punished by the school authority as deemed fit.

b. Beating or bullying a junior/ fellow student shall earn stiff punishment, substantial suspension or any other punishment as prescribed by the school disciplinary committee.

c. The violator shall be suspended for a minimum of one week and shall refund money/items extorted. Parents of the violator shall also be invited for discussions and correction.

d. Violation shall attract one week suspension from classes or made to serve other forms of punishment depending on the gravity of the offence.

e. Violators of this sub section shall be punished as deem fit by the School Authority.

<p>Belt must be BLACK with plain buckles without animation, craft and images. Unreasonable bogus footwear will not be allowed. Laces must be black. No Socks other than the socks supplied by the school must be worn except white socks on Wednesday. White canvas and White socks are allowed on Wednesday. Panty hoses are not allowed.</p>	
<p><b>9. IDENTITY CARD</b>                  i. Every student must always carry his/her identity card in the school.   <b>ii. LOSS/MUTILATION/DEFACTED OF IDENTITY CARD</b>   <b>IDENTIFICATION</b>                  iii. Impersonation is not allowed in the school. Every student must always give his/her TRUE identity on demand, to known school officials.</p>	<p>i. Violation shall attract punishment as may be prescribed by the school authority.                  ii. Another Identity card shall be issued to the student(s) at a fee prescribed by the school.                   iii. Violation shall attract suspension from classes for a minimum of two weeks in the first instance and the offender made to serve punishment as prescribed by the School Disciplinary Committee. Persistent violation may attract a stiffer penalty as may be deemed fit by the school authority.</p>
<p><b>10. DRIVING WITHIN THE SCHOOL PREMISESS.</b>                  Students must NOT drive vehicles and motorcycles to, from or within the school premises</p>	<p>Any student who violates this rule, the vehicle(s) or motorcycle(s) will be confiscated. The parent(s) will be invited for discussion. The violator will be punished as may be prescribed by the School Disciplinary Committee.</p>

<p><b>11. FOOD ITEMS AND DRINKS</b> Food items and drinks, should be purchased only before the class commences in the morning, during break time and after school hours.</p> <p>i. Wrappers/ containers of food items and drinks are to be disposed in dustbins/litter bins designated for such.</p> <p>ii. Food items and drinks must be consumed in the cafeteria.</p> <p>iii. Food items and drinks must not be taken in or around the classrooms.</p> <p>iv. No eating or chewing in class for any reason.</p> <p>v. Permission should be obtained from the principal where there is an occasion that may warrant celebration in the school with or without food or drink.</p>	<p>i. Any student who violates this rule shall pick litters during break time for two (2) days under the supervision of a prefect.</p> <p>ii. Violation may earn the student some strokes of cane when necessary or be made to do manual work at the discretion of the School Authority.</p> <p>iii. Any student who violates this sub rule shall:</p> <p>a. pick litters b. be caned when necessary or be made to do manual work.</p> <p>iv. same as (iii) above</p> <p>v. The ceremony shall be stopped outrightly. Any student who violates this sub rule shall face the School Disciplinary Committee. And if found guilty shall be suspended for minimum of 5 days or any other stiff punishment as may be prescribed by the School Disciplinary Committee.</p>
<p><b>12. SCHOOL PROPERTY</b> Students should:</p> <p>i. Protect and handle all school properties carefully.</p>	<p>i. Damage/Destruction of school property by the student(s), the student(s) will be penalized. Where a case of damage/destruction is established, the violator(s) will make</p>

<p>vi. Boarding students are not expected to eat nor share food with day students or from unknown source and vice versa.</p> <p><b>25.7 Boarding Requirements.</b> All boarders shall be given the prescribed list of the items that will be needed in the boarding house.</p> <p>i. All boarders are expected to bring all the prescribed boarding items on termly basis.</p> <p>ii. School cardigan is compulsory for all boarders and is to be purchased from the school at recommended price.</p> <p>iii. Receipt of payment of boarding fees and all the required materials must be brought before a student can be allowed into the dormitory.</p> <p><b>25.8 Study Hours</b> a. All boarders must observe the following study hours guide: SSS 3: 7.30pm – 11.00pm Other Students: 7.30pm – 10.00pm</p> <p>Other periods to be observed. All boarders MUST observe all the activities contained in the boarders’ weekly roaster/timetable. These activities include and not limited to: wake-up time, devotion, siesta, sports, Saturday and Sunday’s study hours and classes, bathing, sunday service, laundry and ironing, daily chores and light out.</p>	<p>be prescribed by the school disciplinary committee.</p> <p>vi. The violator shall be punished ranging from strokes of cane, manual labour or suspension from school for two weeks as may be prescribed by the school disciplinary committee.</p> <p>i. Any boarder who does NOT possess all these items shall not be checked in.</p> <p>ii. Any item(s) other than the prescribed ones shall be seized and may be returned at the end of session.</p> <p>iii. Violator of this sub rule may forfeit his/her boarding space.</p> <p>Failure to observe these periods shall attract punishment as deemed fit by the school authority.</p>
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<p>ii. Permission may be granted ONLY for any of the following cases:</p> <p>a. Appointment at the embassy                  b. To sit for tertiary examination/ test                  c. For medical appointment.</p> <p><b>Parents are to note that permission shall not be granted to any boarding student to attend social event.</b></p> <p><b>25.6 Meals</b></p> <p>i. All boarders must observe the following periods:</p> <p>Breakfast: 7:00am – 7:30am                  Saturday &amp; Sunday: 9.00am – 9.45am                  Week day Lunch: 1.20pm – 1.50 pm                  Weekend Lunch: 2:00pm – 2:30pm                  Dinner: 6.00pm – 6.30pm</p> <p>ii. No meal shall be taken to the dormitories.</p> <p>iii. On no account should cooked food brought by the parents/guardians be taken to the hostels.</p> <p>iv. Parents/Guardians can bring food for his/her child(ren) ONLY during visiting days. The food should not be extended to any other student(s), children of friends or relatives in the school no matter how close they are at the home front. The food should not be taken to the hostel.</p> <p>v. No cooking of any sort is allowed in the dormitory.</p>	<p>ii. Any boarding student who sneaks out of the hostel shall be suspended or de-boarded as may be prescribed by the school disciplinary committee.</p> <p>i. Failure to adhere to these periods will make the student forfeit his/her meal.</p> <p>ii. Any violator will be made to do manual work in the school.</p> <p>iii. The violator shall be punished ranging from strokes of cane, manual labour or suspension from school for two weeks as may be prescribed by the school disciplinary committee.</p> <p>v. The violator shall be punished ranging from strokes of cane, manual labour or suspension from school for two weeks as may</p>
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<p>ii. Not remove furniture from classrooms</p> <p>iii. Return all items of furniture used for purpose such as prize – giving, sports or social events to the classroom after the events.</p> <p>iv. Not deface, mutilate, or damage wall(s), classroom(s) or building(s), school bus(es) or any other school property.</p> <p>v. Use toilet and other conveniences decently.</p>	<p>payment for the repair of, or the replacement of the damaged property. In addition, this may attract six strokes of the cane or manual labour as may be prescribed by the School Disciplinary Committee.</p> <p>ii. Furniture removed shall be returned by the violator and thereafter punishment may be meted at the discretion of the School Authority.</p> <p>iii. Furniture removed shall be returned by the violator.</p> <p>iv. Student who violates this sub-rule shall effect necessary repairs/replacement and be punished thereafter as prescribed by the School Disciplinary Committee.</p> <p>v. Violator(s) shall clean the toilet under supervision.</p>
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<p><b>13. GENERAL CONDUCT</b></p> <p>13.i. White Hall places high premium on character and conduct.</p> <p>13.ii. Student should:</p> <p>a. Behave properly in the school, at school functions and outside the school.</p> <p>b. Respect and obey the school authority</p> <p>13.iii. Seniors should protect juniors and be courteous to them. Under no circumstances should a senior student punish, beat or bully a junior/fellow student.</p> <p>13.iv. Student must not extort money or any other items from fellow students.</p> <p>13.v. There should be no bullying or fagging.</p>	<p>a. Violator(s) shall be punished by the school authority as deemed fit depending on the gravity of the offence.</p> <p>b. Acts of impudence and insubordination to school Authority, Principal, Vice principal, Staff and Prefects shall earn stiff punishment, substantial suspension or expulsion from school as may be prescribed by the school disciplinary committee.</p> <p>iii. Beating or bullying a junior/ fellow student shall earn stiff punishment, substantial suspension or any other punishment as may be prescribed by the School Disciplinary Committee.</p> <p>iv. The violator shall be suspended for a minimum of one week and shall refund money/items extorted. Parents/guardians of the violator shall also be invited for discussions and correction.</p> <p>v. Violation may attract two weeks suspension or stiff punishment as may be recommended by the school disciplinary committee.</p>
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<p>Saturday in the month between 11:00am and 5:00 pm.</p> <p>The parents/guardians must obtain clearance from the house parent.</p> <p><b>ALL registered parents/guardians must be received / attended to only at the designated place.</b></p> <p><b>Parents/Guardians are to take this opportunity of this section to visit their child(ren). Phone calls shall not be allowed except in case of emergency where the principal can be contacted.</b></p> <p><b>NOTE: The school may call off visiting day at his/her own discretion. Where this is done, the parents shall be duly communicated.</b></p> <p>ii. Dormitories are out of bounds to all day students.</p> <p>iii. In case of emergency, parent/guardians who wish to see boarders during the week must obtain permission from the principal.</p> <p><b>25.5. Exeat for boarding students.</b></p> <p>i. Any parent/guardian who wants an exeat for his/her child should write a letter and address same to the principal giving a minimum of one week notice before the due date.</p>	<p>labour, suspension from the dormitory for a week if such persist.</p> <p>While offending parents/guardians may be given a written warning and subsequently barred from visiting for a term if such persists.</p> <p>while offending parents/guardians may be given a written warning and subsequently barred from visiting for a term if such persists.</p> <p>ii. Erring student(s) will be punished ranging from strokes of cane, manual labour or suspension from school for two weeks as may be prescribed by the school disciplinary committee.</p> <p>iii. Erring boarder(s) will be made to serve punishment ranging from strokes of cane, manual labour or as may be prescribed by the principal.</p> <p>i. Any boarding student who has not been granted exeat and is taken out of the hostel by the parent(s)/guardian(s) shall be suspended or de-boarded as may be prescribed by the school disciplinary committee.</p>
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<p>c. All boarders must renew their boarding application every term subject to satisfactory behavior.</p> <p>d. All boarders must sign an undertaking to be of good behavior. The boarding form shall be endorsed by their parents/guardians.</p> <p><b>25.3. DORMITORY SECURITY</b></p> <p>i. The female dormitory is out of bound to male students and vice versa.</p> <p>ii. Guardians/parents are not allowed into the dormitories.</p> <p>iii. All dormitories shall remain locked during school hours and the keys submitted at the principal office daily.</p> <p>iv. Boarder who is ill must report to the class teacher, health officer (teacher) during the school hours who will then take him or her to the sick bay. Boarder who is ill must report to the dormitory supervisor after school hours who will then take him or her to the sick bay.</p> <p>v. Under no circumstances shall a boarder remain in the dormitory during school hours.</p> <p><b>25.4. VISITING</b></p> <p>i. Boarders are allowed to have registered parents/guardians visiting only during the first</p>	<p>c. Violation of this sub-rule may lead to forfeiture of the boarding space of the boarder concerned.</p> <p>d. No student will be admitted into dormitory without submitting the prescribed form.</p> <p>i. An erring student(s) shall be given two weeks suspension or may be suspended indefinitely from the boarding house as the school deem fit.</p> <p>ii. Erring parents/guardians will be given a written warning and be barred for subsequent visit for a term if such persist. The host will be giving manual labour.</p> <p>iv. Erring boarder(s) will not be attended to without the company of an authorized person/dormitory supervisor.</p> <p>v. Erring boarder(s) shall be made to serve manual labour and shall be the main suspect for lost items.</p> <p>i. An erring boarder will be punished ranging from strokes of cane, manual</p>
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<p>13.vi. There should be no possession and use of illicit/un recommended drug, alcoholic drinks or any other intoxicating item on the school premises.</p> <p>13.vii. Students should refrain from misconduct/ indecorous languages and behavior, such as but not limited to:</p> <p>a. Vulgar language/acts, use of obscene language, abusive/insultive acts and language or any related words.</p> <p>b. Bringing instrument(s) of violence to school.</p> <p>c. Bringing explosives or throwing bangers in the school.</p>	<p>vi. Violation shall attract stiff punishment, substantial suspension or expulsion from school as may be prescribed by the school disciplinary committee. And the parent shall also be invited.</p> <p>a. Violator(s) shall be given six strokes of cane, manual labour or other punishment as prescribed by the School Authority.</p> <p>b. The student(s) and the instruments of violence or similar objects brought to school shall be seized and handed over to the security officer/ police. The violator shall be suspended forthwith from the school until the case is finally disposed. The violator shall be made to face School Disciplinary Committee on return to determine the studentship in the school. Parents/ Guardians shall also be invited.</p> <p>c. Violator shall be suspended from school for 2 weeks. Where the explosive(s) is advanced, capable of causing destruction such student(s) will be handed over to the police.</p>
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<p>2. In a situation where designated students in and outside the school take the initiative to form an association- online, physical and virtual platform/meetings/groups/discussion/entertainment, party or whatsoever form such must undergo due registration process in the school authority.</p> <p>3. Any other unregistered associations as described herein shall be illegal and are hereby proscribed and not allowed.</p>	<p>period of one session or expelled from the school or other stiff penalty depending on the gravity of the offence.</p> <p>2. Violation of this rule will result in two weeks suspension with manual labour as may be prescribed by the school disciplinary committee.</p>
<p><b>24. WITHDRAWAL</b></p> <p>1. If any student wishes to withdraw from the school at any time, the parent should send a written letter of withdrawal to the principal and must undergo due process of clearance before withdrawal from the school.</p> <p>2. The notice of withdrawal should be sent before the date of withdrawal or a reasonable time not exceeding 14days after</p>	<p>1. Withdrawal without a written letter, clearance and confirmation of withdrawal by the principal would attract continuous billing and inclusion on debtors list.</p> <p>2. The school will not issue transcripts, recommendation letter to the violator(s) of this sub rule.</p>
<p><b>25. BOARDING HOUSE</b></p> <p><b>1. CHECKING IN AND OUT</b></p> <p>a. The resumption date and check-in time (12:00 noon-6:00pm) shall be strictly adhered to.</p> <p>b. The boarding students will be checked into the dormitory on boarders’ resumption date. Parent s/Guardians should wait to sign the check in register.</p> <p><b>ADDENDUM</b></p>	<p>a. Any student that resumes outside the resumption date will be penalized with manual labour for number of days that shall be considered by the principal with reference to the number of days he/she missed.</p> <p>b. Any boarder who arrives before 12 noon shall not be checked into the dormitory until the time.</p>

<p>ii. Any sexual related offence but not limited to- twerking, love letter, illicit sexual enticing dance or movement within and outside the school premises.</p> <p>h. Indecent assault of same or opposite sex.</p> <p>i. Student(s) are not allowed to visit, to purchase any item(s) on their way to school or on their way back home. This is also applicable to students using school bus</p>	<p>A day student will also be rusticated for a term or expelled from school depending on the gravity of the offence.</p> <p>ii. Violator(s) shall be given strokes of cane, manual labour or other punishment as deem fit by the school disciplinary committee.</p> <p>h. Outright expulsion from the school. Where the violation is grievous, offender will be handed over to the police.</p> <p>i. Violator(s) shall be made to do manual labour as may be prescribed by the School Authority.</p>
<p><b>NOTE:</b></p> <p>1. All grievance(s) should be channeled to the School Authority through the class teacher(s) or teacher(s) on duty or teacher(s) or vice principal(s) or principal.</p> <p>2. All serious cases will be taken to the students disciplinary committee for consideration.</p>	<p><b>No student is expected to take law into his/her hands or engage in self-help. The violator shall be punished accordingly.</b></p>
<p><b>14. SCHOOL PUBLICATIONS</b></p>	<p>Any group, club or society, which violates this rule shall earn any of the following depending on the gravity of the violation.</p>

<p>14.1. All articles for school publications such as the microcosm, club/ society magazine and programs of activities etc. Must be submitted to the principal through the publication committee for vetting and approval at least two weeks before such publications are printed.</p> <p>2. All such magazines are to write on fair, factual and beneficial pieces and not to disparage, defame and / or insult students or staff</p>	<p>1. Prohibition of production, distribution and sale of such publication(s).</p> <p>2. Suspension, other stiff penalties shall be meted out to the writer of the offensive article from the school as prescribed (depending on the gravity) by the School Disciplinary Committee. Reflection of the offence of the writer of the article in his/her testimonial(s), as well as those of the members of the editorial board. Any other student who violates this rule shall earn the same punishment as mentioned in (1) above.</p>
<p><b>1 5a. CLASS TESTS, EXAMINATIONS AND REPORTS</b> The motto of the school is “ <b>Haeredem Deus Facit Non Homo</b>” means Only God makes Heir not man. Hence the students are expected to work hard and be morally upright as prescribed by God thereby excel in all examinations.</p> <p>i. Students must work hard and be adequately prepared for class test, internal and external examinations. All students <b>MUST</b> write all the prescribed examinations in the school.</p> <p>a. class tests, b. mid-term examinations, c. terminal examinations, d. promotional examinations, e. mock examinations and any other examination that might be prescribed from time to time.</p>	<p>i. Violator(s) of this sub-rule shall be subjected to suspension or other stiffer penalty as may be determined by the School Disciplinary Committee. Where a student refuses to write terminal or promotional examination, he/she might not be promoted to the next class.</p>

<p>2. Other forms of correspondence to parents in general e.g newsletter etc. shall be collected by the students and signed for, on behalf of the parents, for onward transmission to the parents, or sent through email and other electronic means. It is the responsibility of the parent to request for all the important end-of-term package containing the newsletter, marked scripts and question papers etc. from their ward/child and go through same, for necessary information from the school.</p>	<p>suspended for two weeks or expelled as deemed fit by the School Disciplinary Committee.</p> <p>2i. The violator(s) shall be subjected to strokes of cane, manual labour or as deem fit by the School Authority. ii. The school will be absolved of any responsibility in the event that the student fails to deliver necessary correspondence.</p>
<p><b>21. ENTRY AND EXIT BY STUDENTS</b> No student is allowed to enter or leave the school except through the school main gate.</p>	<p>Any student who violates this rule shall be suspended for one week in the first instance as may be prescribed by the School Disciplinary Committee. Subsequent violation shall attract stiffer punishment.</p>
<p><b>22. CRIME</b> Students who commit criminal offences (within/outside the school) such as stealing, assault, murder, rape, cultism, burglary, use of drugs and substance, possession of firearms or any other criminal act(s) shall be handed over to the police and thereafter, the misconduct shall be handled by the school.</p>	<p>The culprit may be handed over to the security/police. After the completion of the criminal case, the student may face the Student Disciplinary Committee for the misconduct element or be expelled if convicted.</p>
<p><b>23. CLUB AND SOCIETIES</b> 1. Generally, all clubs and societies come under the supervision of teachers.</p>	<p>1. An unregistered association shall be banned and members of such association may earn punishment as may be deemed fit by the school authority. Association with clandestine activities shall be banned and members of such associations may be suspended for a minimum</p>



<p>ii. Misconduct in assignments, tests, examinations</p> <p>b. A student can apply for an examination to be re-marked.</p> <p>bi. An official letter requesting for same shall be addressed to the principal of the school not later than two weeks (14 days) after the release of the result.</p> <p>ii. The letter shall state the subject and shall be accompany with the evidence of re-mark fees of N5,000 per subject. The request shall be for the entire examination script for a subject and not a part thereof.</p>	<p>iii. A student who is absent for more than two times (3 suspension) may attract expulsion as shall be prescribed by the School Disciplinary Committee.</p> <p>bi. Any application not received within the period stipulated shall be declined.</p> <p>bii. The re-mark fee will only be refunded if there is increase in mark after re-assessment of the subject examination appealed. Where the mark difference is ascertained, the grade shall be readjusted.</p>
<p><b>16. OFFICERS</b></p> <p>1. Student(s) holding positions of responsibility in the school are expected to be exemplary and above board.</p> <p>2. Candidate contesting for elective position e.g prefectship, student representative council and other similar key posts such as one day principal etc must be screened by the School Disciplinary Committee in conjunction with School Election committee with particular attention to the following: Attendance in school, violence/fighting, stealing, assault (sex related offence), destruction of school property, malpractice, crime and any other offences that warrants suspension and above in the provision of this book.</p> <p>3. The aggregate academic score for student(s) contesting for head boy or head girl post shall be 75 percent and above from the last class and other posts shall be minimum of 70 percent as the election committee might deem fit.</p> <p>4. Students contesting for head boy or head girl must have spent minimum of three academic sessions with minimum of 95 percent attendance. While other post will be minimum of 2 academic sessions with</p>	<p>1. Any misbehavior from any of them may make such to forfeit his/her position.</p> <p>2. Any student who had been found guilty by the school disciplinary committee for any offence mentioned would not be qualified to hold any position of responsibility in the school.</p> <p>Any student who does not meet the condition will be disqualified. Any inactive prefects/ offenders of the school rules will be removed.</p>

<p>minimum of 90 percent attendance as the committee might deem fit.</p>	
<p><b>17. HEALTH RULES</b></p> <p>1. A student who is ill at home must not be brought to or allowed to leave home for school until he/she has recovered or there is remarkable improvement in his/her state of health.</p> <p>2. Any student who becomes ill or sustains injury during school hours must report to class teacher or the school health officer(teacher) who will then take him or her to the sick bay. Under no circumstances should there be any self – medication.</p> <p>3. Without prejudice to the above, students (e.g. asthmatic patients) who are on medical prescriptions are required to inform the school authority.</p> <p>4. In addition to the usage of such drugs in (3), it is the responsibility of the parents/ guardians to notify the school authority in writing about the state of health of their children/ward.</p> <p>5. Students who have special health challenges reported to the school authority may be barred from certain school activities.</p>	<p>1. Violators shall be sent home.</p> <p>2. Students who refuse medical attention/ medication in the school will be sent home immediately.</p> <p>3. Unreported serious health problem when discovered may lead to the student being sent home compulsorily, and the parents communicated accordingly.</p> <p>4. Unreported serious health problem when discovered may lead to the student being sent home compulsorily, and the parents communicated accordingly.</p> <p>5. Failure to intimate the school of the health status of the student(s) will absolve the school of any duty of care for the student. The student(s) might be expelled from the school if discovered.</p>
<p><b>18. CONDUCT OF JSS3, SSS3 AND A – LEVEL STUDENTS BEFORE, DURING AND AFTER EXAMINATIONS</b></p>	<p>Depending on the gravity of the misconduct, a student may be disallowed from</p>