UNIVERSAL WHITE HALL



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Student Hand Book

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Student Hand Book

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.

· Student Hand Book · · · · ·

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MISSION

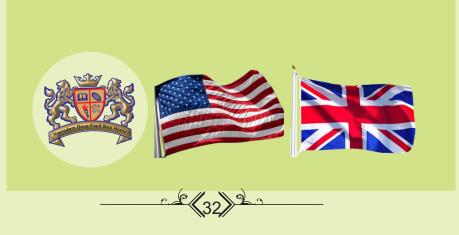
o provide a dynamic and functional education to students with the main purpose of solving everyday problems Our systematic approach is to make our students solution providers in any field of their choice.

VISION

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

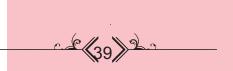
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Student Hand Book

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

	Students who arrive after 8:30am will
	not be allowed into the school for the day.
4a CLASSES:	
Students must:	
i. Attend school and classes regularly	i. Without an official/formal written
and punctually.	letter, no make-up test shall be
If any student will be absent from school, the parent(s) should send a written official/formal letter to the principal within 24 hours.	conducted for the student.
ii. Bring the recommended textbooks and materials directly related to offered subjects.	ii. Any student who fails to bring the recommended textbooks to class shall b denied entry into class, after the second warning.
Submit assignments, home-work and project as at when due.	 iii. Failure to submit assignment after deadline shall earn no marks except with tenable/accepted reasons. No make-up assignment shall be given.
v. Seat for all class tests and examination.	iv. Without a written official/formal letter, no make-up test shall be given to the student(s).
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.	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.
vi. Remain in the library, and such other places permitted for private study during free periods.	vi. Offenders shall be punished as recommended by the principal
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.	vii. Offenders shall be made to serve punishment as recommended by the Principal or Vice Principal.





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.

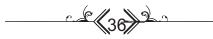
"Assembly Ground" means any place or gathering of teachers/school staff and students where information(s) are passed by the school.

"**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.



 viii. Not roam/loiter around the school hostel, staffroom, staff quarters between school opening and closing hours or at any time. 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. 	viii. Offenders shall be punished as recommended by the Principal or Vice Principal. ix. Offenders shall be punished as recommended by the Principal.
4b. Leave of absence from School. 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. ii. The request shall ONLY be granted on the following grounds: a. Appointment at the embassy. b. to seat for tertiary entrance examination/test (SSS3 ONLY). c. medical appointment. iii. In the case of emergency (especially on health ground), parent(s) should send written letter to the principal within 24hours.	Without the official/formal letter, no make-up test shall be conducted for the student. Consistent/deliberate absence from school shall attract punishment as deem fit by the school authority.
 4c. CAFETERIA/BUTTERY 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. 5i. PARENTS/ GUARDIANS 	Any student who violates this rule shall be made to serve punishment as recommended by the Principal/ Vice Principal.
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	Defaulting parents/guardians shall be deprived access to his/her ward(s) Any student who is unlawfully found with parent(s)/guardian(s) during school hours

permission from the Principal or Vice Principal who may send for the student.Principal.Sil. Visitors.A visitor is anyone who is NOT a registered parent or guardian. Visitors are NOT allowed into school premises except for: a. enquiries. b. government officials for inspection. c. school contractors. d. any other persons/officials who must have gotten permission from the principal or relevant authority.iii. Any student who is found with visitor(s) shall be punished at the discretion of the school principal.6. ACTIVITIES Day students are not allowed to remain in the school premises after 5:00pm except as permitted by the school authority, or during activities organized by the students with due approval of the Principal/School Authority such activities shall not go beyond 6:00pm.Any student who violates this rule shall be made to serve punishment as recommended by the Principal / Vice Principal.7. LIBRARY i. Silence must be maintained in the library at all times.i. Noise makers shall be cautioned. Any student who persists in this act shall be barred from using the library for a specified period until a time when the principal is satisfied that such student ha learnt his/her lesson.ii. There should be no:ii. Any student found breaking this sub –		
registered parent or guardian. Visitors are NOT allowed into school premises except for: a. enquiries. b. government officials for inspection. c. school contractors. d. any other persons/officials who must have gotten permission from the principal or relevant authority. iii. Any student who is found with visitor(s) shall be punished at the discretion of the school principal. 6. ACTIVITIES Day students are not allowed to remain in the school premises after 5:00pm except as permitted by the school authority, or during activities organized by the students with due approval of the Principal/School Authority such activities shall not go beyond 6:00pm. 7. LIBRARY i. Silence must be maintained in the library at all times. ii. There should be no: ii. Any student found breaking this sub – ii. Any student found breaking this sub – ii. Any student found breaking this sub –	permission from the Principal or Vice Principal who may send for the student.	shall be punished at the discretion of the Principal.
 way with visitor. wisitor(s) shall be punished at the discretion of the school principal. 6. ACTIVITIES Day students are not allowed to remain in the school premises after 5:00pm except as permitted by the school authority, or during activities organized by the students with due approval of the Principal/School Authority such activities shall not go beyond 6:00pm. 7. LIBRARY i. Silence must be maintained in the library at all times. ii. There should be no: ii. There should be no: visitor(s) shall be punished at the discretion of the school principal. Any student who violates this rule shall be made to serve punishment as recommended by the Principal / Vice Principal. Parents are not allowed to come late to pick their wards as school will not be helliable for any eventuality/ liability / untoward consequences. i. Noise makers shall be cautioned. Any student who persists in this act shall be barred from using the library for a specified period until a time when the principal is satisfied that such student hal learnt his/her lesson. 	A visitor is anyone who is NOT a registered parent or guardian. Visitors are NOT allowed into school premises except for: a. enquiries. b. government officials for inspection. c. school contractors. d. any other persons/officials who must have gotten permission from the	
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,	i. Silence must be maintained in the	Any student who persists in this act shall be barred from using the library for a specified period until a time when the principal is satisfied that such student has
	 a. damage/mutilation of textbooks, b. damage/defacing of furniture, cables, computers, electronic/electrical appliances, 	ii. Any student found breaking this sub – rule shall be punished by replacement, restitution or payment for such damaged books or materials within five days.

SCHEDULE 1 INTERPRETATION

In these rules and regulations, unless the context otherwise requires, the following expression have the meanings hereby assigned to them respectively.

"Board of Governors" Means the body constituted for the running and management of the school.

"Boarder" means a student other than a day student who resides in the boarding house provided by and under the control of the school.

"Boarding House" means the dwelling place of students within the school premises or nay other place (s) so designated by and which are under the control of the school.

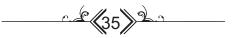
"Dormitory" means the hall of residence provided for male and female students resident in the school.

"Dormitory Supervisor" means any person who is saddled with the responsibility of supervising the activities of students in the dormitories and boarding house after the school hours.

"House Parent" means any person who is saddled with the responsibility of supervising the activities of students in the dormitories and boarding house after the school hours.

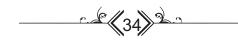
"Matron" means a female teacher or any other female staff who is made to see to the welfare and general administration of female boarders. "Notice" means notice in writing

"Students/ School Disciplinary Committee" means the committee set up and saddled with the responsibility of correcting the misbehavior of



of the bus, putting heads, hands, legs, arms or any part of the body or properties outside the bus, shouting, singing, drumming, chewing, eating, standing, purchase of items along the road are prohibited.	manual labor, revocation of subscription from the service or any other penalty as deem fit by the school authority.
6. Students are expected to respect and obey the drivers and the school staff that accompany the buses.	6. Violator shall be punished ranging from strokes of cane, manual labor, revocation of subscription from the service or any other penalty as deem fit by the school authority.

- 1. THE SCHOOL MANAGEMENT CAN MAKE RULES, REGULATION AND POLICIES ON ISSUES NOT CAPTURED IN THE CURRENT REGULATIONS FROM TIME TO TIME IN ORDER TO DELIVER EDUCATIONAL OBJECTIVE(S). THE RULES, REGULATIONS AND POLICIES SHALL BE BINDING ON THE STUDENTS.
- 2. STUDENTS ARE EXPECTED TO OBEY AND ABIDE BY THE RULES AND POLICIES.
- 3. ANY STUDENT SUSPENDED FOR MORE THAN THREE DIFFERENT OCCASIONS DURING HIS/HER STUDENT-SHIP WILL BE AUTOMATICALLY EXPELLED FROM THE SCHOOL.
- 4. THE RULES SHALL BE REVIEWED EVERY THREE (3) YEARS.



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d. damage/loss including misplacement of library books or other materials in the library.	
iii. Books borrowed from the library must be returned before or on the due date.	iii. Late return of books to the library sh attract a fee of N100.00 per day or at th rate to be reviewed/ determined from time to time by the school authority.
iv. There should be no chewing, eating or drinking in the library.	iv. Any student found chewing, eating o drinking shall be sent out by the Libraria Consistent defaulter(s) shall be reported to the school Principal for more appropriate punishment.
v. Only registered students for the use of library will be allowed into the library.	v. Unregistered students shall be denied entry into the library.
vi. Library cards are not transferable. Library card should be kept safe.	vi. Transfer of library card shall be treat as impersonation. The violator shall be punished with strokes of cane, manual labour or suspension as might be determined by the School Disciplinary Committee. Loss of library card, mutilation or defacing the card will attract payment for the replacement as prescribed by the school Authority.
vii. There should be no pilfering, stealing or attempted theft of library materials or among students, officials or other users of the library.	vii. Pilfering, stealing, attempted theft, mutilation & defacing of library materia or any other damage that is intentional will attract indefinite suspension from t library and such student will face the School Disciplinary Committee.
viii. Use of handset and any electronic musical device is prohibited in the library.	viii. Such items shall be seized and may released at the end of the term. This is subject to the discretion of the School Authority.
ix. Group discussion is not allowed in the library.	ix. Violators of this part of the rules shal be sent out of the library.

Since In Since Internet	I DOOK,		,
		The above attire may be modified from time to	
8. UNIFORM AND APPEARNACE		time.	
		iv. All the rules regarding students' general conducts	iv. Violator(s) of sub rule iv
Only the prescribed uniform must be		in the school shall be applicable during the event.	will be denied access to the
worn in the school for internal and			venue.
external examination taking place in the		V. Dinner Attire for Graduating Parents/Guardians.	v. Violator(s) of sub rule v will
school.		The dinner attire for graduating parents/guardians	be denied access to the
Students are expected to be neatly and		will be:	venue.
smartly dressed in school uniform at all		Male: Navy Blue suit, White shirt and Red -bow tie.	venue.
times.		Female: Navy Blue gown with White/Silver	
		accessories.	
i. All uniform shall be supplied by the	i. Uniform NOT supplied by the school	accessories.	
school.	shall not be accepted.		
		30. Co- curricular	Consistent failure to
		The school shall organize co-curricular activities that	participate in school activities
ii. The school uniform or the prescribed	ii. Violators shall be reprimanded and	will reflect her educational philosophy on	will have the candidacy of the
uniform shall be worn throughout school	made to dress properly or sent home to	academics, moral, discipline and ambience.	student for any elective
hours and when students are	comply with the prescribed school	All students shall take part in the activities organized	post/functions reviewed.
representing the school or appear as a	uniform.	from time to time by the school.	
group in public.		31. SCHOOL BUS	
		The use of the school bus Is optional and should	
Only female students in the senior		be subscribed for.	
secondary school are permitted to wear		1. The school bus can only pick the students who	1.The service will not be
skirt as supplied by the school.		have fully subscribed and paid for the service.	rendered to any student
Female students in junior secondary			who has not fully subscribed.
school are to wear pinafore of knee		The location/ address to pick and drop student(s)	-
length as supplied by the school.		2. The location/ address to pick and drop student(s)	2. The variation of
Jeans and any unauthorized		must be clearly stated and shall be strictly adhered	location/address will not be
skirt/pinafore are not allowed		to.	entertained.
skirt/pinarore are not anowed		The location/address shall not be subject of	
iii. The girl's uniform must be	iii. Violators shall be sent home to comply	variations days to days or weeks to weeks.	
maintained in the style not above the	with the prescribed uniform and style.		
knee length as supplied by the school.	with the prescribed dimonnand style.	3. The waiting time of bus at each location shall be a	3. The driver shall proceed in
knee length as supplied by the school.		maximum of two minutes(120seconds)	his journey immediately the
iv. Defecting and teaching of echool		maximum of two minutes(120seconds)	waiting period elapses and
iv. Defacing and tearing of school	iv. Violators shall not be entitled to any		will not be under obligation
uniform inside or outside the school shall	documents, examination result,		to come back to the same
be viewed seriously, particularly after	testimonials recommendation letter from		location.
completing any internal or external	the school or as may be determined by		
examination	the School Disciplinary Committee where		
	applicable.	4. A student is assumed to be in the school as soon	4. Applicable penalties to
		as he/she steps into the school bus and hence	offence committed shall
v. Multicoloured/ dangling earrings are	v. The offensive item (s) (multicolored,	expected to abide by all the school regulations.	apply.
not allowed.	dangling earrings e.t.c) shall be seized and		
Only a pair of white, silver and gold small	delivered to the principal.	5. Activities that breach safety precautions which	5. Violator shall be punished
stud ear-ring is permitted for girls.		include but not limited to throwing object in and out	ranging from strokes of cane,
e de llan	a la	C & Man a	

any other communication application whichever is most appropriate in the circumstance, or a combination of both.			Such items may be returned at the end of the term subject to the discretion of the School Authority.
		 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. 	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.
		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.	 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.
29. Dinner The school shall always organize and have annual dinner/award night. i. All graduating students MUST attend the dinner/award night.	i. Any students(s) that fails to attend the dinner/award night will NOT be given testimonial or at a cost that	viii. Girls should wear their hair neatly as prescribed by school authority from time to time without any attachments, decorative clips or materials including wigs, or weavon right from the day of resumption.	viii. Violators shall be sent home immediately to come back properly dressed or made to stay in violator arena throughout the day.
ii. The testimonial of the graduating students shall be awarded at the dinner events.	will be determined by the school management.	ix. Boys should tuck in their shirts while in school uniform. Neither sleeves nor trousers should be rolled/folded.	ix. Violators shall be reprimanded or given a specified number of strokes of cane, as recommended by the principal or Vice Principal.
iii. Students are expected to dress in prescribed dinner attire. The dinner attire for male shall be White blazer, White shirt, black trouser, wine bow tie and White	iii. Any student(s) who does not conform with the prescribed dress mode will be denied access to the venue.	x. The boys' uniform must be maintained in the school style. Slim fitted shirts, shorts/trouser are prohibited.	x. Violators shall be sent home to comply with the prescribed uniform and style.
Hall Lapel. The dinner attire for female shall be Wine gown White/Silver accessories and White Hall Lapel.		xi. Only male student in the senior secondary school are permitted to wear trousers as supplied by the school	xi. Violators shall be sent home for the day and will only be allowed back in the school until after wearing the correct

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.	uniform, or made to stay in violator arena throughout the day.		However, violators in respect of smoking, drinking of alcohol or hard drug e.t.c. shall attract stiff punishment, substantial suspension or
a. Earrings, nose ring, bangles and chains are not allowed.	 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. 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 	27. House wear 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.	expulsion from school as may be prescribed by the school disciplinary committee. Punishment shall be meted out as deemed fit by the principal or house parents for violation of this sub-rule.
 b. SAGGING: 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. 	minimum of one week suspension. b. Sagging shall attract punishment ranging from manual labour, strokes of cane. The first violator shall be reprimanded.	28.1 Electronics and Electrical Appliances: 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.	a. Such electronic/electrical appliances/ gadgets if found with any student, shall be seized and may be returned at the end of the session.
c. Boys must have natural low hair cut (no designs) and the beard must be clean – shaven (no keeping of beard).	ci. Student(s) with wrong hair cut shall be reprimanded and sent home to wear the right haircut.ii. Any student with bushy hair will be sent home to cut the hair.	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.	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
	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.	c. The use of pressing iron will be strictly controlled by the school.	may be returned at the end of the session. c. Violators shall be duly punished as deem fit by the school authority.
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.	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.	 28.2 Communication with Parents/Guardians. The provision of this session shall also be applicable to the parents/guardians whose child(ren) are in the boarding house. Correspondence may be through the boarder's parents' phone number(s), physical or online meeting, e-mail, WhatsApp application, in print and 	Communication shall deem to be effective once it is done through any of these media.

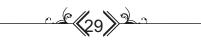
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 26. Senior/ Junior Relationship in the Dormitory a. Seniors and juniors are expected to live in harmony. b. Seniors should protect juniors and be courteous to them. Under no circumstances should a senior student punish, beat or bully a junior/fellow student. c. Boarders shall not obtain/collect money, provisions, materials of any kind from another boarding student(s). c. Boarders shall not obtain/collect money, provisions, materials of any kind from another boarding student(s). 	 9. IDENTITY CARD i. Every student must always carry his/her identity card in the school. ii. LOSS/MUTILATION/DEFACED OF IDENTITY CARD 	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
 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). 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 	 i. Every student must always carry his/her identity card in the school. ii. LOSS/MUTILATION/DEFACED OF 	may be prescribed by the school authority. ii. Another Identity card shall be issued to
provisions, materials of any kind from another boarding student(s). Suspended for a minimum of one week and shall refund money/items extorted. Parents of the violator shall	IDENTIFICATION iii. Impersonation is not allowed in the school.	the student(s) at a ree prescribed by the school. iii. Violation shall attract suspension from classes for a minimum of two weeks in
and correction.	Every student must always give his/her TRUE identity on demand, to known school officials. 10. DRIVING WITHIN THE SCHOOL	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.
 d. Seniors should not send juniors on errands like fetching water, washing and ironing clothes, carrying food, buying snacks or any errand whatsoever. d. Violation shall attract one week suspension from classes or made to serve other forms of punishment depending on the gravity of the offence. 	PREMISESS. Students must NOT drive vehicles and motorcycles to, from or within the school premises	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
 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. e. Violators of this sub section shall be punished as deem fit by the School Authority. 		as may be prescribed by the School Disciplinary Committee.

11. FOOD ITEMS AND DRINKS Food items and drinks, should be			be prescribed by the school disciplinary committee.
purchased only before the class commences in the morning, during break		vi. Boarding students are not expected to eat nor share food with day students or from unknown	vi. The violator shall be punished ranging from
time and after school hours.		source and vice versa.	strokes of cane, manual labour or suspension from
 Wrappers/ containers of food items and drinks are to be disposed in dustbins/litter bins designated for such. 	i. Any student who violates this rule shall pick litters during break time for two (2) days under the supervision of a prefect.		school for two weeks as may be prescribed by the school disciplinary committee.
ii. Food items and drinks must be consumed in the cafeteria.	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.	25.7 Boarding Requirements. All boarders shall be given the prescribed list of the items that will be needed in the boarding house.	
iii. Food items and drinks must not be taken in or around the classrooms.	iii. Any student who violates this sub rule shall: a. pick litters	i. All boarders are expected to bring all the prescribed boarding items on termly basis.	i. Any boarder who does NOT possess all these items shall not be checked in.
iv. No eating or chewing in class for any reason.	b. be caned when necessary or be made to do manual work. iv. same as (iii) above	ii. School cardigan is compulsory for all boarders and is to be purchased from the school at recommended price.	ii. Any item(s) other than the prescribed ones shall be seized and may be returned at the end of session.
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.	v. The ceremony shall be stopped outrightly. Any student who violates this sub rule shall face the School Disciplinary Committee.	iii. Receipt of payment of boarding fees and all the required materials must be brought before a student can be allowed into the dormitory.	iii. Violator of this sub rule may forfeit his/her boarding space.
	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.	25.8 Study Hours a. All boarders must observe the following study hours guide: SSS 3: 7.30pm – 11.00pm Other Students: 7.30pm – 10.00pm	Failure to observe these periods shall attract punishment as deemed fit by the school authority.
12. SCHOOL PROPERTY Students should: i. Protect and handle all school properties carefully.	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	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.	





following cases: a. Appointment at the embassy b. To sit for tertiary examination/ test c. For medical appointment.	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.	payment for the repair of, or the replacement of the damaged property. In addition, this may attract six strokes o the cane or manual labour as may be prescribed by the School Disciplinary Committee.
01	i. Failure to adhere to these periods will make the student forfeit his/her meal.	 ii. Not remove furniture from classrooms iii. Furniture removed shall be returned by the violator and thereafter punishment may be meted at the discretion of the School Authority. iii. Return all items of furniture used for purpose such as prize – giving, sports or social events to the classroom after the
iii. On no account should cooked food brought by the parents/guardians be taken to the hostels.	 ii. Any violator will be made to do manual work in the school. 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. 	events.iv. Not deface, mutilate, or damage wall(s), classroom(s) or building(s), school bus(es) or any other school property.v. Use toilet and other conveniences decently.v. Use toilet and other conveniences decently.
 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. v. No cooking of any sort is allowed in the dormitory. 	y. The violator shall be	
	v. The violator shall be punished ranging from strokes of cane, manual labour or suspension from school for two weeks as may	

13. GENERAL CONDUCT		Saturday in the month between 11:00am and 5:00	labour, suspension from the dormitory for a week if such
13.i. White Hall places high premium on character		pm. The parents/guardians must obtain clearance from	persist.
and conduct.		the house parent.	While offending
		ALL registered parents/guardians must be received /	parents/guardians may be
13.ii. Student should:			given a written warning and
a. Behave properly in the school, at school functions	a. Violator(s) shall be	attended to only at the designated place.	
and outside the school.	punished by the school	Devents (Cuerdians are to take this ennerturity of	subsequently barred from visiting for a term if such
	authority as deemed fit	Parents/Guardians are to take this opportunity of this section to visit their child(ren). Phone calls shall	persists.
	depending on the gravity of	not be allowed except in case of emergency where	while offending
	the offence.		-
		the principal can be contacted.	parents/guardians may be given a written warning and
 Respect and obey the school authority 	b. Acts of impudence and		
	insubordination to school		subsequently barred from
	Authority, Principal, Vice		visiting for a term if such
	principal, Staff and Prefects		persists.
	shall earn stiff punishment,		
	substantial suspension or		
	expulsion from school as may	NOTE: The school may call off visiting day at his/her	
	be prescribed by the school	own discretion. Where this is done, the parents shall	
	disciplinary committee.	be duly communicated.	
		ii. Dormitories are out of bounds to all day students.	ii. Erring student(s) will be
			punished ranging from
13.iii. Seniors should protect juniors and be courteous	iii. Beating or bullying a		strokes of cane, manual
to them. Under no circumstances should a senior	junior/ fellow student shall		labour or suspension from
student punish, beat or bully a junior/fellow student.	earn stiff punishment,		school for two weeks as may
	substantial suspension or any		be prescribed by the school
	other punishment as may be		disciplinary committee.
	prescribed by the School		
	Disciplinary Committee.	iii. In case of emergency, parent/guardians who wish	iii. Erring boarder(s) will be
		to see boarders during the week must obtain	made to serve punishment
13.iv. Student must not extort money or any other	iv. The violator shall be	permission from the principal.	ranging from strokes of cane,
items from fellow students.	suspended for a minimum of		manual labour or as may be
	one week and shall refund		prescribed by the principal.
	money/items extorted.		
	Parents/guardians of the		
	violator shall also be invited	25.5. Exeat for boarding students.	
	for discussions and	i. Any parent/guardian who wants an exeat for	i. Any boarding student who
	correction.	his/her child should write a letter and address same	has not been granted exeat
		to the principal giving a minimum of one week notice	and is taken out of the hostel
13.v. There should be no bullying or fagging.	v. Violation may attract two	before the due date.	by the parent(s)/guardian(s)
	weeks suspension or stiff		shall be suspended or de-
	punishment as may be		boarded as may be
	recommended by the school		prescribed by the school
	disciplinary committee.		disciplinary committee.
<u> </u>		<u> </u>	

c. All boarders must renew their boarding application	c. Violation of this sub-rule		
every term subject to satisfactory behavior.	may lead to forfeiture of the boarding space of the boarder concerned.	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.	vi. Violation shall attract stiff punishment, substantial suspension or expulsion from
d. All boarders must sign an undertaking to be of	d. No student will be		school as may be prescribed by the school disciplinary
good behavior. The boarding form shall be endorsed	admitted into dormitory		committee.
by their parents/guardians.	without submitting the prescribed form.		And the parent shall also be
25.3. DORMITORY SECURITY			invited.
i. The female dormitory is out of bound to male		13.vii. Students should refrain from misconduct/	
students and vice versa.		indecorous languages and behavior, such as but not limited to:	
	i. An erring student(s) shall be	a. Vulgar language/acts, use of obscene language,	a. Violator(s) shall be given
	given two weeks suspension	abusive/insultive acts and language or any related	six strokes of cane, manual
	or may be suspended indefinitely from the	words.	labour or other punishment
ii. Guardians/parents are not allowed into the	boarding house as the school		as prescribed by the School
dormitories.	deem fit.		Authority.
	ii. Erring parents/guardians	b. Bringing instrument(s) of violence to school.	b. The student(s) and the
	will be given a written		instruments of violence or
	warning and be barred for		similar objects brought to school shall be seized and
	subsequent visit for a term if		handed over to the security
iii. All dormitories shall remain locked during school	such persist. The host will be giving manual labour.		officer/ police.
hours and the keys submitted at the principal office			The violator shall be
daily.			suspended forthwith from
iv. Boarder who is ill must report to the class teacher,	iv. Erring boarder(s) will not		the school until the case is
health officer (teacher) during the school hours who	be attended to without the		finally disposed.
will then take him or her to the sick bay.	company of an authorized		The violator shall be made to face School Disciplinary
Boarder who is ill must report to the dormitory	person/dormitory supervisor.		Committee on return to
supervisor after school hours who will then take him or her to the sick bay.			determine the studentship in
of her to the sick bay.			the school.
v. Under no circumstances shall a boarder remain in	v. Erring border(s) shall be		Parents/ Guardians shall also
the dormitory during school hours.	made to serve manual labour		be invited.
	and shall be the main suspect		
	for lost items.	c. Bringing explosives or throwing bangers in the school.	c. Violator shall be suspended from school for 2 weeks.
25.4. VISITING			Where the explosive(s) is
i. Boarders are allowed to have registered	i. An erring boarder will be		advanced, capable of causing
parents/guardians visiting only during the first	punished ranging from		destruction such student(s)
	strokes of cane, manual		will be handed over to the police.

Ary student who does not resume on the face School Disciplinary Committee on return to determine the studentship in the school. Parent / guardian shall be invited. d. Burglary, stealing, Pifering or similar misconduct. d. Burglary, stealing, pifering of school or other studentship in the base stealing of the steadentship in the base steadent of the studentship in the school. Demonstrate depending on the gravity and re- occurrence of the last day of the term or as deemed fit by School Authority. They are to sign out and pick by their school burglinary committee. e. Violence or misbehavior of any kind. e. Fighting or any other violence behavior may earn school for expulsion depending on the gravity of the offence. f. Uncivil or unverstrained behavior during celebration inducement, teuching sexual of coupling school for expulsion depending on the gravity of the offence. f. Uncivil or unverstrained behavior during celebration for a school for expulsion depending on the gravity of the offence. f. Uncivil or unverstrained behavior for school for expulsion depending on the gravity of the offence. f. Uncivil or unverstrained behavior during celebration for expulsion depending on the gravity of the offence. f. Unking the student school gravity of the offence or other stiff gravity of the offence. f. Unking the student school gravity of the offence or other stiff gravity of the offence. f. Unking the student school depending on the gravity of the offence. f. Unking the student school depending on the gravity of the offence. f. Unking the student school depending on the gravity of the offence. f. Unking the student school depending on the gravity of the offence. f. Unking the student school depending on the gravity of the offence. f. Unking the student				
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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,	period of one session or expelled from the school or other stiff penalty depending on the gravity of the offence. 2. Violation of this rule will result in two weeks suspension with manual labour as may be prescribed by the school disciplinary committee.	ii. Any sexual related offence but not limited to- twerking, love letter, illicit sexual enticing dance or movement within and outside the school premises.	A day student will also be rusticated for a term or expelled from school depending on the gravity of the offence. ii. Violator(s) shall be given strokes of cane, manual labour or other punishment as deem fit by the school disciplinary committee.
 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. 2. The notice of withdrawal should be sent before the date of withdrawal or a reasonable time not 	 Withdrawal without a written letter, clearance and confirmation of withdrawal by the principal would attract continuous billing and inclusion on debtors list. The school will not issue transcripts, recommendation letter to the violator(s) of this 	 h. Indecent assault of same or opposite sex. 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 	 h. Outright expulsion from the school. Where the violation is grievous, offender will be handed over to the police. i. Violator(s) shall be made to do manual labour as may be prescribed by the School Authority.
 25. BOARDING HOUSE 1. CHECKING IN AND OUT a. The resumption date and check-in time (12:00 noon-6:00pm) shall be strictly adhered to. 	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.	 NOTE: 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. 2. All serious cases will be taken to the students disciplinary committee for consideration. 	No student is expected to take law into his/her hands or engage in self-help. The violator shall be punished accordingly.
-	b. Any boarder who arrives before 12 noon shall not be checked into the dormitory until the time.	14. SCHOOL PUBLICATIONS	Any group, club or society, which violates this rule shall earn any of the following depending on the gravity of the violation.

 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. 2. All such magazines are to write on fair, factual and beneficial pieces and not to disparage, defame and / or insult students or staff 	 Prohibition of production, distribution and sale of such publication(s). 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. 	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	suspended for two weeks or expelled as deemed fit by the School Disciplinary Committee. 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.
	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.	necessary information from the school. 21. ENTRY AND EXIT BY STUDENTS No student is allowed to enter or leave the school except through the school main gate.	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.
 1 5a. CLASS TESTS, EXAMINATIONS AND REPORTS The motto of the school is " Haeredem Deus Facit Non Homo" 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. i. Students must work hard and be adequately propaged for slops text, integral and external. 	i. Violator(s) of this sub-rule	22. CRIME 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.	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.
prepared for class test, internal and external examinations. All students MUST write all the prescribed examinations in the school. 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.	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.	23. CLUB AND SOCIETIES 1. Generally, all clubs and societies come under the supervision of teachers.	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

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It is a grievous misconduct for a student to act against the	further writing of such an		
rules and regulations as contained in this book before,	examination. Also, a student	and falsification of school records will be viewed	class tests and examination
during or after external examinations (BECE, SSCE,	found misbehaving after an		shall be scored zero, and be
CHECKPOINT, IGCSE AND A-LEVEL e.t.c.)	external examination will be	seriously.	
,	made to face the SDC. Such		given three strokes of cane
			on the assembly.
	student will be punished as		And the parents/guardians
	deemed fit by the school and		will be communicated.
	it is only after serving this		
	punishment that such a		iii. Suspension from the
	student may be given a		school, six strokes of cane or
	testimonial and result(s).		manual labour as might be
	EVASION OF PUNISHMENT		prescribed by the School
	Whoever evades punishment		
	will be deemed to have		Disciplinary Committee for
	forfeited his/her studentship.		tampering with or altering
	To this end, students will be		scores on text/examination
	made to sign an undertaking		scripts.
	to be of good behavior before		
	the commencement of the		iv. suspension for one week,
	examinations.		with six strokes of cane or
19. REGISTRATION OF EX – STUDENT FOR EXTERNAL			manual labour on the
EXAMINATION IN THE SCHOOL			assembly for altering scores
1. Any Ex – student wishing to re – register for WAEC,	1. The request for		in reports, report sheets or
NECO etc must be prepared to pay all prescribed	registration will be declined		marks book.
school and examination fees.	unless all prescribed fees are		
The registration of the student will be at the	paid.		v. Any student who cheats in
discretion of the School Authority.	palu.		
			any external examination
20. COMMUNICATION TO PARENTS /GUARDIANS			shall have such offence
1. Parents/ Guardians of any student who is arraigned	1a. Any student whose		recorded in his/her
before the SDC and found guilty shall be briefed and	parents/ guardians is invited		testimonial.
invited to the school to sign for and collect necessary	by the school but refuse to		
letter conveying the decision of the SDC or	show up shall be prevented		vi. Any student caught
acknowledge same by email.	from entering the school		cheating more than two
	premises (if a day student)		times in a life time in school
	and classes (if a boarder) until		will be given six strokes.
	the parents/ guardians show		The parents will be invited
	up in school to collect		and the student will be given
	necessary letter/ or		one week suspension.
	acknowledge the receipt by		
	email.		vii Students cought checting
	b. In a case of impersonation		vii. Students caught cheating
	of registered		more than two times will
	parents/guardian of the		write exams in a special
	student, the student shall be		room.
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ii. Misconduct in assignments, tests, examinations	iiiiA6y.spedeiotrwiborcloretthian two times (3 suspension) may attract expulsion as shall be prescribed by the School Disciplinary Committee.
b. A student can apply for an examination to be re- marked.	bi. Any application not received within the period stipulated shall be declined.
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. 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.	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.
16. OFFICERS 1. Student(s) holding positions of responsibility in the school are expected to be exemplary and above board.	 Any misbehavior from any of them may make such to forfeit his/her position.
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.	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.
 a. 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. 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 	Any student who does not meet the condition will be disqualified. Any inactive prefects/ offenders of the school rules will be removed.

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minimum of 90 percent attendance as the committee might deem fit.	
17. HEALTH RULES 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.	1.Violators shall be sent home.
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.	2. Students who refuse medical attention/ medication in the school will be sent home immediately.
3. Without prejudice to the above, students (e.g. asthmatic patients) who are on medical prescriptions are required to inform the school authority.	3. Unreported serious health problem when discovered may lead to the student being sent home compulsorily, and the parents communicated accordingly.
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.	4.Unreported serious health problem when discovered may lead to the student being sent home compulsorily, and the parents communicated accordingly.
5. Students who have special health challenges reported to the school authority may be barred from certain school activities.	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.
18. CONDUCT OF JSS3, SSS3 AND A – LEVEL STUDENTS BEFORE, DURING AND AFTER EXAMINATIONS	Depending on the gravity of the misconduct, a student may be disallowed from