

NEW HORIZON SCHOOL

North of Humayun's Tomb, Hazrat Nizamuddin, New Delhi 110013

April 03, 2023

SCHOOL OPENING STANDARD OPERATING PROCEDURE (SOP)

DO'S FOR STUDENTS

- Maintain seating arrangement with social distancing in classrooms and laboratories.
- Carry your own water bottle, lunchbox and stationery items.
- Stay at respective places in the classrooms/ laboratory during the break.
- Timetable and schedules to be completely followed and students must exhibit punctuality.
- Carry your textbooks and notebooks as per the timetable.
- Students coming by SELF are not permitted to drive motor vehicles for commuting without registered license and prior approval from school authorities.
- Parents along with the child must come to school for obtaining approval.
- Students should ensure that they reach school ON TIME; no late comers will be entertained.
- **NO MOBILE PHONES/SMART WATCHES/ DIGITAL GADGETS TO BE BROUGHT TO SCHOOL.**
- If any student is found in possession of the same. It will be confiscated.
- **MUST ATTEND SCHOOL IN PROPER SCHOOL UNIFORM ONLY.**
- **Parents must ensure that hair is not grown long and is cut regularly and in the style approved by the school.**

DON'TS FOR STUDENTS

- Share your stationery, water bottle, Tiffin box etc. or any other item with others.
- Use cloth handkerchiefs for coughing, sneezing etc.
- Come to school if you feel unwell.
- Handshakes/hugs while greeting each other.
- Form groups at any point of time or at any place.
- Wearing of Jewellery, bracelets and wrist bands.
- **DOs for Parents**
- Ensure that your ward is medically fit before sending him/her to school.
- Ensure that your ward is carrying his/her water bottle, and lunchbox.
- **Ensure that your ward attends the school regularly and ensure punctuality.**