

ADDENDUM TO THE SCHOOL POLICY

1 Continuous Assessment Tests or Examinations Policy.

Every learner **Must** sit and pass the school's continuous assessment tests and examinations as part of the requisite for promotion to the next class.

A. Notification and Documentation:

Parents/guardians must notify the school as soon as possible if their wards are unable to attend a test or examination. A valid reason must be provided, supported by appropriate documentation, E.g. a medical report from a government approved hospital, an official notice, etc.

B. Dual enrollment/external candidature, viz-a-viz external examinations:

As a law-abiding institution, we partner with the Ministries of Education and Examination Councils to curb sharp practices by candidates before, during and after external examinations.

To this end, learners (other than those in Year 9 and Year 12) who attempt to enroll for external examination (BECE, NECO, WASSCE, etc.) in other centres while maintaining their status as learners at our school, shall be advised to withdraw, from the school as such learners often constitute a distraction not only to themselves but also to other members of the school community.

2. Hair-do Policy (Girls)

This policy is designed to ensure a respectful/distraction-free learning environment, while maintaining standards of appearance that reflect the values of our school community.

A. Acceptable Hairdo/Hairstyles

Acceptable hair styles include:

- i Corn rows, styled to the back
- ii Plaited hair (using black thread) packed to the back.
- iii Decent low cut

B. Hair Accessories:

Hair pins, beads, clips, and other colourful decorations are prohibited. Only navy blue or black fabric-based hair bands is acceptable.

Learners are expected to comply with this policy and the school management reserves the right to determine what constitutes a violation.

Attestation

I ----- have read and understood the policies in this document and hereby accept the terms of this document.

signed _____ this day _____
Date