

School Rules and Regulations

PRSS believes good discipline is the key to success and achievement for our students. All students and teachers are expected to contribute actively to improve school discipline. With that in mind, school rules provide guidelines for acceptable student behaviour and conduct. Every student is expected to be familiar and comply with these stipulated rules at **all times**. The aim is to be self-disciplined.

1 General

1.1 Attire

- All students are to wear the prescribed school uniform and any modification to the uniform is not allowed.
- The school tie should be worn during weekly assemblies and stipulated school functions.
- Pants and skirts should be worn at the waist level, and skirts should be at knee length.
- The shirt/blouse should be tucked in neatly.
- Wear plain white ankle-length socks with plain white shoes.
- Socks should be minimally covering the ankles.
- Wear PE attire during PE lessons, with the T-shirt tucked in.
- On days when students have PE lessons, students are allowed to be in half-uniform. (P.E t-shirt with school shorts/pants/skirts)



1.2 Grooming

- Maintain a neat appearance at all times.
- Hair should be appropriately styled. Punk or outlandish hairstyles are not allowed.
- Keep fingernails short and clean. No polish, lacquer or nail colour is allowed.
- All males are to maintain a clean-shaven appearance. Keeping of beard or moustache is not allowed¹.
- The following are strictly **not allowed**:
 - coloured, cosmetic or fanciful contact lenses
 - sclera lenses
 - sandals or flip-flops²
 - accessories, such as jewellery, wristbands, friendship bands and fanciful hair accessories
 - any form of make-up e.g lipstick, mascara, eye-shadow etc.
 - any visible form of tattoos or body-art*

Grooming for Girls

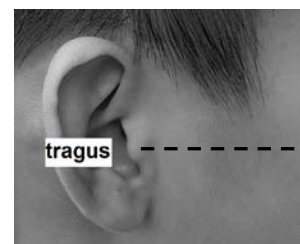


- Hair that falls below the collar should be tied up. Fringes should be neatly pinned up such that the forehead and eye brows are not covered.
- Only dark coloured hairpins and rubber bands are allowed.
- Only small black, silver or gold ear studs (max 5mm in diameter), **one** on each ear are allowed
- **Multiple** earrings or ear sticks are **not** allowed.
- Dyed, tinted, highlighted hair is **not** allowed.

Grooming for Boys



- Hair should not touch the collar of the shirt.
- All males are to be clean shaven without moustaches or beards.
- Sideburn cannot be lower than the *tragus*. (see insert picture)
- Earrings or ear sticks (for boys) are **not** allowed.
- Dyed, tinted or highlighted hair is **not** allowed.



¹ Students of the Sikh faith are exceptions to this rule.

² Permitted only with recommendation from a certified medical doctor.

2. School Procedure

2.1 Flag Raising and Assembly

- Students who are Singapore Citizens must sing the National Anthem and take the Pledge.
- Students will take the Pledge with the right fist placed over the heart.
- Sit or stand in an appropriate manner.
- Be attentive.

2.2 Attendance

- Be punctual for school and lessons.
- Assemble in the School Hall/Parade Square/Classroom and be ready for the morning assembly by 7.30am.
- Inform the school if you are unable to report to school on a school day, at 6501800, by 8.00 am.
- Submit your Medical Certificate to your Home Teacher upon return to school. Letters of excuse from parents/guardians are strongly discouraged.
- A maximum of **five** such letters will be accepted per semester.
- Fill in the 'Permission to Leave the School' form if you must leave the school during curriculum time. Inform your Home Teachers. You may leave school upon approval from the Vice-Principal/Principal.
- Attend school until the end of each school term.
- If you are late, show your late-coming slip to subject teacher and submit to Home Teacher by end of that day.
- Attend all your CCA sessions and participate fully.

2.3 Curriculum Time

- Be in the classroom at all times.
- Seek your teacher's permission and have the student handbook² with you when you need to leave the class.
- Move as a class, quickly and with minimum noise, when you proceed for lessons in special rooms and other venues, and vice versa.
- Before you leave a classroom; ensure that all electrical equipment, fans and lights have been switched off and close all doors.
- Do not eat³ in class.
- **Only plain water** is permitted in classrooms.

2.4 Recess

- Purchase items from the canteen vendors only during the following time slots: before school, during recess and after school.
- Always queue for food, drinks and other services in an orderly manner.
- Consume food and drinks in the canteen only.
- Return all cutlery and plates to the appropriate collection points after the consumption of food. The table must be cleared of tissue paper and leftover food.
- Keep the canteen litter-free at all times.

³ Students may consume food during the integrated scheduled 'snack break'.

2.5 Outside School

- Do not loiter in public areas such as void decks of HDB estates before and after school hours.
- Students are required to abide by all traffic regulations outside the school compound. Offences like jay walking will be severely dealt with.

2.6 Personal Belongings

- Be responsible for your own valuables including handphones, wallets/purses and school bags.
- All students are not allowed to have in their possession any weapon. They are also not allowed to bring any weapon-like item which is used or intended to be used to cause harm to others.
- All students are not allowed to have in their possession any contraband items or items that infringes the law such as cigarettes, explosives and any other such paraphernalia.

2.7 Electronic Devices

- The use of hand-phones and other communication devices are **NOT** allowed **within the school curriculum hours**. Exception to this rule will be ICT-infused lessons conducted by teachers where communication devices may be used for learning purposes under the supervision of teachers.
- Hand-phones can only be used at the designated handphone zone areas such as **the canteen and waiting area outside the General Office, during recess and after curriculum hours**.
- The Discipline Committee reserves the right to confiscate hand-phones from students who do not adhere to the rule and have their items confiscated and kept by the school for a week.
- Parents/guardians of these students will need to personally collect the hand-phones from the school on their behalf.
- **Recalcitrant students may be barred from bringing hand-phones to school.**

3. General Conduct

All Pasirians are expected to conduct themselves appropriately, uphold the good name of the school and live out the school values of Pride, Responsibility, Integrity, Zeal and empathy in their words and deeds.

- Be courteous to all staff, schoolmates and visitors.
- Be kind and considerate to others.
- Demonstrate honesty, behave with dignity and treat others with respect and courtesy. This includes the use of appropriate language and behaviour, especially in a conflict.
- Take responsibility for your own actions. Do remember that every act has its consequences not only to itself but also to the people around you.
- Respect school rules, opinions and rights of others.
- Treat all property belonging to the school and to others with care.
- Any found property should be handed over to the General Office immediately for safe keeping.
- Smoking is **not** allowed.*

4. Conduct Grade

A student's Conduct Grade, as reflected in the Report Card, is related to the student's conduct and behaviour throughout the year. It takes into account the student's attitude in his/her daily work such as whether there is respect for teachers and peers and whether the student exhibits responsibility for his/her actions. The student's attendance, punctuality in school and the number of offences committed in and outside of school are also important criteria in determining the student's conduct grade.

Conduct Grade	Pre-requisites
Excellent	An exemplary student who is a role model to others in his words, deeds and thoughts.
Very Good	Consistently well-behaved, demonstrates school motto of 'Pride & Responsibility'
Good	Conducts himself/herself in an acceptable manner
Fair	Needs reminder from time to time to abide by all school rules and stay on track
Poor	Recalcitrant student who does not demonstrate pride and responsibility expected of a Pasirian

Note to Parents:

- A student will get a Fair/Poor grade for poor school attendance (<80%), as well as CCA attendance (<75%). Another factor would be the committing of one or more major offence(s).
- Students who receive Fair/Poor conduct grades disqualify themselves from overseas trips, Edusave Awards and other privileges for the next 6 months.
- The School Management may, from time to time, review the school rules and regulations, disciplinary measures and school policies, and make suitable changes to them.

Personal Qualities

The Personal Qualities of students are based on the school values of PRIZE, namely Pride, Responsibility, Integrity, Zeal and Empathy. For each of the values, the home teacher will provide a grade to show the student the degree in which he/she has demonstrated it. The assessment will capture the student's strengths as an individual, as well as the areas where he/she has displayed growing maturity or development.

Core Values\Grade	Description
Pride	Belief in the worth of self, school and community
Responsibility	Fulfilment of duty to self, family, community, nation and the world
Integrity	Honesty in words and actions, and moral courage to stand up for what is right
Zeal	Enthusiasm to learn and pursue one's dreams, persevering even in the face of challenges
Empathy	Ability to understand and feel for others, and show care and compassion

5. Consequences

Category of offence	Possible Consequences
<p>Attendance</p> <p>Absent from school without MC/valid reason, late-coming, skipping lesson, truancy, leaving school grounds without permission & other attendance-related offences.</p>	<ul style="list-style-type: none"> • Parental involvement • School Services • Detention • Suspension • Counselling for recalcitrant offenders • Caning for truancy
<p>Misconduct</p> <p>Improper attire & grooming, littering, not doing assignments, use of handphones and other electronic devices in school premises, abuse of technology, forgery, cheating in assessments/tests/exams, using vulgar language, open defiance and/or rudeness to staff of the school, bullying, disruptive behaviour, demonstrating physical intimacy, etc.</p>	<ul style="list-style-type: none"> • Warning • Parental involvement • Object confiscation • Apology • No marks will be given for tests/exams for cheating • Detention • School Services • Caning for serious cases • Suspension • Extended suspension for serious cases • Police intervention for serious cases
<p>Theft/Damage of Property</p> <p>Theft, vandalism of school's property, vandalising teacher's property, arson, & other theft-related/damage-related offences.</p>	<ul style="list-style-type: none"> • Parental involvement • Apology • Return stolen items • Pay to replace vandalised property or stolen items • Caning • Suspension • Police intervention for serious cases
<p>Other Serious Offences</p> <p>Threatening physical harm on schoolmates, assault on schoolmates, assault on teachers, fights in school or outside school (rioting), gangsterism, gambling, possession of pornographic materials, possession of weapons, smoking/possession of tobacco and tobacco related products (such as cigarettes & lighters) and substance abuse & possessing tattoos.</p>	<ul style="list-style-type: none"> • Parental involvement • Apology • Caning • Suspension • Police intervention • Expulsion from school • Letter of undertaking

6. Reward and Consequences

All good behaviour or exemplary conduct is encouraged and highlighted. Students who demonstrate the PRIZE values or show consistent improvement in behaviour will be nominated as the PRAISE awards recipients. Acts of honesty and civic-mindedness are also announced to the entire school during assembly and the student(s) involved will be commended publicly.

Consequences, as a general rule, is aimed at correcting undesirable behaviour of students. The teacher follows up by giving appropriate counselling to the students. A table of consequences for the list of offences is listed in section 5.