

**UNDERTAKING**

Date: \_\_\_\_\_

To,  
The Principal  
St. Stephen's School, Dum Dum  
11 R.B.C. Road, Kolkata - 700 028

Respected Sir / Madam,

I Mr. / Mrs. \_\_\_\_\_ hereby declare that if my ward \_\_\_\_\_ is admitted in Class \_\_\_\_\_ of St. Stephen's School, Dum Dum, I and my ward shall be bound to follow the rules and regulations enlisted below:-

1. The Rules and Regulations as given in the School Diary are to be followed strictly.
2. A minimum of 90% attendance in theory classes and 100% attendance in Practical classes are to be maintained.
3. All internal Examinations, Class Tests and Project Works are to be attended / submitted in time without fail.
4. Leave, if required, must be authenticated by the Parents / Guardians.
5. All fees must be paid in time and defaulters will not be allowed to sit for any examination.
6. Damages caused to any asset and property of the School must be duly compensated in cash instantly.
7. Students are not allowed to take private tuition/coaching from the teachers of this school. If this rule is violated, the candidate's provisional admission may be cancelled as per school policy.
8. Parents and Guardians will have to respond in person, if and when called.
9. At any point of time if misconduct/misbehaviour is observed on part of the student towards teachers/staff or School Management would lead to termination of his/her admission.
10. I will strictly abide by the rules and regulations of the School as declared by the School, Management.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Signature of Candidate

Phone / Mobile No. \_\_\_\_\_