

Code of Conduct for Parents:-

When the institution grants admission to a child, the parents become eligible for the membership of Parent Teachers Association (PTA). Though this association is not registered, it has its constitution giving all details of membership, objectives, functions, activities etc. The constitution also includes the code of conduct for the parents. Following are the details of code of conduct:

1. Every parent should become the member of Parent Teachers Association (PTA).
2. When the admission of the child takes place, the parents should accompany the child.
3. The parents are required to fill a specific form giving all details with two photographs (Mother/Father) or one photo of the guardian.
4. They should remain present for the meeting called by the association/ college.
5. They should carefully listen the advice of the teacher and act accordingly.
6. They should pay annual subscription (if any) every year.
7. Whenever they visit the college they should wear identity card and show the same to the concerned person at the gate.
8. They should wear formal dress whenever they visit the college (Pant and Shirt/ Salvar or Saree)
9. They should be polite with the teachers and other employees of the college.
10. Whenever they visit the college they should bring the progress card of their ward.
11. They should not bring gifts/ sweets/ flowers to offer the same to the teachers or college employees. Student's progress itself is a gift for the teachers.
12. They should keep a copy of the college prospectus to know the college timings, rules of discipline, fee structure, courses offered, rules of attendance etc.
13. They should refer the notice board specifically meant for parents and guardians.

14. They may take membership of the college library for referring books, news papers etc.
15. They are required to maintain perfect discipline inside the campus.
16. They should attend the workshop/training programme arranged by the college.
17. Their presence is required in the annual get together of the parents and participates in different activities.
18. They should have the copy of lecture time table, academic calendar, exam schedule etc to monitor the student's progress.
19. They should give feedback on various matters as and when asked for to enhance the all round progress of the learners.