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PREAMBLES

Redeemer's Private School (RPS), has the motto "Building for Christ"

VISION

To build a person of intellectual competence and academic excellence with basic knowledge and practice of Christian faith; person committed to selfless service, righteousness and justice in our society.

MISSION

To produce a person that is open to growth: intellectually, physically, socially and spiritually in the Christian faith.

1. RESUMPTION AFTER HOLIDAY

All boarding students are expected to report promptly in school on every resumption day between 10:00am and 6pm. Day student must resume before 7:30am on school days.

SANCTION:

Students who arrive after 6:00pm will be turned back by the security at the gate, to return on the following working day.

Any student who comes a day or more after resumption will be given manual labour

2. RESUMPTION AFTER MID-TERM BREAK

All students are expected to return between the hours of 10:00am and 6:00pm on the day of resumption for boarding students and 7:30am for the day students.

SANCTION:

Students who default will be turned back to return the next working day for punishment.

3. LEAVING THE SCHOOL WITHOUT PERMISSION

- Student can only leave the school compound on vacation
- No student will be released to go home alone. For matured student, it must be with the written consent from parent.
- Written permission must be forwarded to the principal for consideration before leaving the school in case of emergency.
- Student can only leave the school premises on presentation of duly endorsed exeat by House administrators/House parents/matron/ form teacher for the day students.

SANCTION: Any student who leaves the school without permission will be made to undergo an "industrial attachment" in the kitchen for two weeks after classes.

4. VISTING DAY

The visiting day shall be every 3rd Saturday of the month between 10:00am-6:00pm

5. CLASSROOM ATTENDANCE

- Student must maintain absolute silence while in the classroom
- There should be no jumping from one class to another during prep.
- Student must make sure they keep the classroom and hostels environment clean at all times.
- Students are not expected to miss classes without genuine reasons; punctuality at lessons should be viewed with seriousness.
- A minimum 90% attendance per term is expected of every student to obtain 2 marks which will be award under class attendance.

SANCTIONS

Absence from lessons without genuine reasons shall attract manual labour after school hours supervised by the subject teacher.

6. HOME WORK, ASSIGNMENT, NOTE WRITING & PROGECT

Students are expected to do and submit all home works, notes, assignment and projects promptly.

SANCTIONS

First offenders or defaulters will be made to stay behind to do such work while other go for their meals.

A perpetual defaulter in the above work will be referred to the counselor and the parent will be invited to the school for discussion.

7. EVENING AND NIGHT PREP

Evening prep begins at 4:30pm and ends at 6:00pm night prep begins at 8:00pm and ends at 9:00pm.

SANCTIONS

Students found loitering and making noise during prep will be made to sit on the floor of the quadrangle to read. Absentees from prep will be made to go for a day industrial attachment with RPSS sanitation dept.

8. LOITERING

No student should be found loitering around the premises or seen in any suspicious manner or place and any time of the day.

SANCTIONS

For loitering, defaulter will go for one day “industrial attachment” with RPSS sanitation dept.

Defaulters found in suspicious manner or place will be punished on the assembly ground, and to do manual labour.

9. LABORATORIES

Students must obey all rules and regulations as pasted in all the laboratories, and sanctioned according to each laboratory rules.

10. DINNING HALL

10.1. All meals are compulsory for all boarders

- 10.2. All students must be present for prayers before meals and no one should leave until the bell for meals-over is rang.
- 10.3. It is forbidden to eat meals in the dormitory or elsewhere in the school compound, except those in the sickbay
- 10.4. Students are to wash their plates immediately after every meal.
- 10.5. It is a serious offence to deprive another student of his/her own share of food
- 10.6. All students must be in the dining hall during meals, even if they are not going to eat for whatever reason.
- 10.7. Students must enter the dining hall with complete set of cutlery, plates, cups and napkin.
- 10.8. Food, fruits and water should not be taken out of the dining hall.
- 10.9. There should be no noise during meals
- 10.10. Bags are not allowed near the dining hall.

SANCTIONS

Students who report late to the dining hall will be made to wash coolers after meal.

Students who default in 9.2 and 9.3 above will be made to cut grass for 3 hours.

Students who skip or miss meal regularly will have their parents informed and if it persists, the parents will be advised to withdraw the child.

Students who default in 9.6 will be made to wash coolers after meal.

11. STUDENT'S PERSONAL EFFECTS IN THE CLASSROOM

- 11.1. Only school bags will be allowed in the classroom, "Ghana must go" bags are prohibited in the classroom.
- 11.2. All students' personal effects must carry the identity of the owner.

SANTION

All bags other than black in the classrooms will be seized and donated to mission fields.

Any personal effects without identity will be taken as the school property.

12. HANDLING OF BOOKS

Books must not be kept carelessly in the classroom or anywhere in the school environment.

SANCTIONS

Owners of misplaced or carelessly kept books will be referred to the counselor for further counseling and punishment.

13. HOSTEL

- 13.1. Hostel facilities will be on first come, first serve basis
- 13.2. Wardrobe will be allocated to each student on resumption
- 13.3. The wardrobe should be used appropriately

- 13.4. All beds are to be neatly dressed at all times.
- 13.5. Strangers, parents and staff are not allowed into the hostel, except house master and mistress.
- 13.6. All duties must be carried out diligently by every student
- 13.7. Visitors are not allowed in the hostel during any classroom activities.
- 13.8. Siesta is compulsory for all students
- 13.9. No student is permitted in the hostel during classroom activities.
- 13.10. Every student must obey lights out
- 13.11. There should be silence after lights out, No gisting.
- 13.12. Every student should be in bed after lights out, there must be silence in the dormitory after night prayers and during siesta
- 13.13. Under no condition should a student be found sleeping in another dormitory house or common room after lights out.
- 13.14. Electrical appliances like water heater, pressing iron are prohibited in the dormitories except in the common room and on laundry days.
- 13.15. Under no condition should two or more students be found lying or sleeping on the same bed.
- 13.16. The use of mosquito net is compulsory for all students.
- 13.17. Under no circumstance should a student break his/her locker without reporting to the house father/mother as the case may be.
- 13.18. Coming out of hostel late for out of hostel activities is a serious offence.

- 13.19. All ironing should be done in the ironing room only (for girls, and on the provided slabs for boys).
- 13.20. No washing, hanging or drying of clothes should be done on or under the fans, the common room, bed and corridors.
- 13.21. No form of sporting activities is permitted in the hostel environment. Playing of football, running on the walk ways etc are not allowed.
- 13.22. No student is permitted to engage in any form of cooking in the hostel.
- 13.23. Walking around the hostel half naked, naked or improperly dressed is prohibited.
- 13.24. The house wear must be put on when moving from one house to another.
- 13.25. Boys are not allowed to enter the girls' hostel and vice versa.
- 13.26. Stealing is strictly forbidden.
- 13.27. Quarreling and fighting are serious offences in the hostel, as well as any of the part of the school.

Every Friday will be the school fasting day. There will be corporate prayer by 12:10 for JSS and 3:00pm for SSS. It will be a day of discipleship and Bible study for the whole school

SANCTIONS

Defaulters of 12.1, 12.4 will be flogged six strokes of the cane by the principal or any assigned officer and will go for "industrial attachment" with the RPSS sanitation dept.

Defaulters of 12.5, 12.9 will be given six strokes of the cane by the principal or assigned officer on the assembly ground and will embark on two weeks suspension.

Failure to use mosquito net will attract an attachment with the RPSS sanitation dept for three days.

All students who break locker without permission will be made to wash, mop the hostel floor and be supervised by the house master/mistresses or the house father/mother.

Coming out late from the hostel for out of hostel activities will attract kneeling down for five minutes for first offence. Second time offenders, will get six strokes of cane and subsequent violation will attract two weeks suspension. Handled by staff in charge of particular duty to management staff.

Defaulters of 12.13, and 12.15 will be flogged six strokes of cane on the assemble ground and will be made to go for “industrial attachment with RPSS sanitation dept. in the course of sporting activities, if any property is damaged, it will be replaced by the student or students responsible.

Any student caught cooking in the hostel will be given six strokes of cane on the assembly ground and also given two weeks suspension.

Defaulters of 12.17 and 12.18 will attract six strokes of the cane and two weeks suspension.

Violation of 12.19 will attract four week suspension from the school.

Warning and six strokes of the cane for quarreling, and suspension from the school for fighting ranging from two (2) weeks to one term depending on the gravity of the offence.

Stealing: first offender will attract six (6) strokes of cane by the Principal assigned officer on the assembly ground. Second time offender will attract six strokes and manual labour with the gardeners.

Subsequent offender will attract six strokes of the cane and two weeks suspension from the school.

14. CONTRABAND

ALL CANNED FOOD AND FOOD STUFF are strictly prohibited including mobile phones, walkman, game services, rechargeable lamp with radio, electronic heater and any item that may be specified from time to time.

SANCTIONS

Any student found with CANNED FOOD AND FOODSTUFF in general will be sent home on two weeks suspension, and items confiscated.

15. BULLYING/EXTORTION

This is a disorderly behavior or act of indiscipline indicating lack of self-restraint. This act is prohibited and viewed as a serious offence.

No student is permitted to use threat or violence of any kind on anyone.

Bullying in any form is highly prohibited. Bullying includes:

- Harassing
- Threatening
- Intimidation
- Raising false alarm
- Illegal detention
- Forceful errand
- Inflicting physical injuries
- Striking, slapping or kicking
- Actions capable of affecting the emotional or psychological state of another student
- Delegating personal duties to another student except in the case of ill-health
- Tricking or using intimidation to collect things belonging to another student.
- Trading among students.

SANCTIONS

First time offender will receive six strokes of the cane on the assemble ground.

Prepare a sermon in the REFORMATORY ROOM on any given talking. The sermon will be preached on a designated date.

16. HEALTH

- 16.1. All cases of ill-health must be promptly reported ot the matron/duty staff at the BALM OF GILEAD Centre for immediate attention.

- 16.2. No drug should be found on any student except permitted by the authority e.g inhalers.
- 16.3. Medical permission must be obtained from BALM OF GILEAD centre before a student can be exempted from classes, hostel duties, games preps and other activities or duties.
- 16.4. No student should drink water from other source except the ones permitted or allowed by the school.

SANCTION

Defaulters will be made to pick litters from the school environment.

17. SCHOOL PROPERTY

- 17.1. All school property must be handled with care.
- 17.2. It is a major offence for any student to write or deface the wall(s) or any school furniture.
- 17.3. No item or furniture should be moved from one class to another or any other location without permission from management.
- 17.4. It is a serious offence in RPSS for any student to willfully damage any school property.

SANCTION

Any student who willfully damages school property, write or deface the wall will be surcharged and suspended from the school for two weeks, depending on the gravity of the offence.

18. SCHOOL ENVIRONMENT

Cleanliness is next to godliness. Maintaining a clean environment is one of the core values of the school. Therefore, the school environment should be neat at all times.

- 18.1. No student should pass a piece of paper without picking it.
- 18.2. Muftis are not allowed into the school compound.
- 18.3. Spitting openly is an offense.
- 18.4. It is an offence to drop litters on the floor/ground
- 18.5. Every class should take care of its trash-bin and use it effectively.
- 18.6. Walking on lawns is an offence.
- 18.7. Every toilet should be kept neat. Standing on the toilet seat is a serious offence.
- 18.8. Using toilet without flushing will attract serious sanctions.

SANCTION

Defaulter of 17.1 and 17.4 will be made to sweep a portion of the environment.

Defaulters of 17.5 and 17.6 will be made to wash toilets.

19. ASSEMBLIES

- 19.1. Absence from the assembly or morning devotion is not allowed.
- 19.2. Assigned duties must be handled with utmost diligence on the assembly.

- 19.3. Perfect silence must be maintained at every assembly.
- 19.4. Lateness and non-observance of time and schedule is an offence.
- 19.5. All students should be seated and ready before the arrival of guest. Management and staff.

SANCTION

Defaulters will be attached to RPSS sanitation dept to tidy up the multi-purpose hall for two or three days.

20. CHURCH SERVICE

- 20.1. It is compulsory for all students to attend church service.
- 20.2. Students are to file out from their hostels according to houses for Sunday Services.
- 20.3. Students are to be seated house by house during church services.
- 20.4. It is an offence for students to come to service without bibles, church notes and pens for note taking.
- 20.5. No student should sleep, discuss or move about during church services.
- 20.6. Students are to sign-in and out with the house captains before and after service.
- 20.7. All female students must have their beret on during services.

SANCTION

Defaulters will engage in community service within the school by emptying and washing all dustbins.

21. FASTING AND PRAYER

Eating, drinking or failure to participate in fasting and prayer programmes without permission from adequate quarters is grievous offenses.

SANCTION

Defaulters will be on community service for two days.

22. EXAMINATIONS

Cheating in any form before, during and after examinations a serious offence and highly prohibited. Cheating includes:

- Obtaining by theft or other improper means, examination papers;
- Falsification of any school records
- Disruption of orderly conduct of an examination
- Unauthorized communication during examination
- Influencing an examination official or invigilator
- Possession or copying from writhing materials, on any part of the body, clothing, instruments or furniture
- Passing or receiving unauthorized materials during examination.
- Soliciting for marks after examination
- Destruction of unauthorized materials found on any student during examination is a serious crime.
- Disobeying lawful instructions from examination official
- Refusal to write statement when caught

- Attacking invigilator (s) or examination official (s) in or out of examination hall is a serious offence
- Possessing examination materials or answer booklet before or after examination is not allowed;
- Failure to stop writing, when instructed or writing before the start of examination.
- **SANCTION**

Defaulters will be scored zero (0) in that particular paper and parents will be informed for first offender.

Second offender will attract expulsion from school.

NOTE:

If a student is found committing any other related offence (s) connected with examinations which may not be mentioned above, the students involved shall be made to face the disciplinary committee and he/she is subject to the penalty recommended by the committee.

23. CLUBS AND SOCIETIES

- 23.1. Every student shall belong to at least two clubs or societies and shall participate fully.
- 23.2. No club or society shall write any article capable of bringing the school into disrepute.

SANCTION

Any student who contravenes the order of clubs and society shall be asked to sweep and scrub the corridors.

24. SPORTS AND GAMES

- 24.1. Every student must appear in complete school recommended sport wears for all games and sporting activities.
- 24.2. Every student must participate in sporting activities at stipulated times except with permission from the Games master of medical team.
- 24.3. Injuries during sporting activities/games must be brought to the attention of the games master and reported to the BALM OF GILEAD centre immediately.

SANCTION

Defaulters will pick round the field after the sporting activities.

25. DRESSING AND APPEARANCE

- 25.1. Students should be neatly and properly dressed at all times in school's recommended wears and beret for girls.
- 25.2. Wearing of make-up, moustache or keeping of long nails and bushy hair, even on the day of valedictory service is prohibited.
- 25.3. No student is permitted to wear permed, curled or gelled hair.
- 25.4. Students should be properly dressed with black shoe, black socks and black belt as recommended by the school.
- 25.5. Students who cannot plait hair should go on low cut; while those that can plait hair are expected to help themselves to do so.

SANCTIONS

Defaulters of 24.1 items will be confiscated and replaced with recommended ones which the parent will pay for.

Defaulters of 24.2 and 24.3, make-up will be confiscated and students sent to kitchen to wash coolers and eventually taken to the salon for hair cut.

26. BIRTHDAY CELEBRATION IN SCHOOL

- 26.1. Students are not allowed to celebrate birthday and private parties in the school.
- 26.2. Students are not permitted to beat, strike, pour water or any form of excesses on the celebrant.

SANCTION

Defaulters of the rules guiding celebration will be made to clean up all the dining tables after each meal for one (1) week.

27. IMMORAL ACTS

Redeemer's private secondary school stands for integrity and dignity. In line with the school mission and core value which extol virtues/ethics, no student of Redeemer's Private Secondary School is permitted to be involved in any act of immorality.

What constitutes immoral acts includes but not limited to:

- Touching of body of opposite sex, directly or through clothing
- Unwelcome sexual remark about any body
- Interactions at unapproved locations

- Public display or possession of pornographic films or photograph and romantic novels
- Display or pornographic websites
- Any indecent act, lesbianism or homosexuality against and student
- Fornication.

No student of redeemer’s private secondary school should indulge in any act of sexual immorality in or out of school.

28. OUTSIDE FUNCTIONS

Students are not allowed to go for outside functions when school in session

SANCTION

Offender will be mentioned during the general assembly. He/She shall then proceed to day (s) of manual labour, after which he/she will be kept in the “REFORMATORY ROOM” to prepare a sermon on a topic, which is relate to the offence he/she has committed. In addition he/she shall preach to a selected audience on a given day.

29. RULES AND REGULATION GUIDING PARENTS

- Parents are not allowed to visit the students except on the visiting days.
- Parents shall not be allowed into the hostels on visiting days.
- Parents must ensure that they pay their children school fees before resumption. No child shall be allowed into the school without his/teller.

- Parents must ensure that every requirements stated in this prospectus are provided. Any child whose own is not complete shall not be allowed into the school
- Parents will not at anytime or for any reason be allowed to embarrass or insult any of the staff.
- Any parent coming into the school other than visiting day will not be allowed to see his/her child/ward.
- All enquiries and complains or report should be directed to the school administrator/principal as the case may be.

30. All students must avoid all bad and unacceptable acts.

Such as but not limited to:

- 30.1. Use of obscene/vulgar language
- 30.2. Insolence/insubordination especially to members of staff and prefects.
- 30.3. Misbehaviors at social gathering and external engagements e.g excursion
- 30.4. Physical assault on staff or staff property of any form.
- 30.5. Bringing the school’s name into disrepute

SANCTIONS

Offenders of 30.1 will be made to wash toilets in the classroom are for one day.

Offenders of 30.2/30.4 will go on suspension from the school.

Offenders of 30.3 and 30.5 will go on suspension for two weeks.

HOSTEL MATERIAL FOR BOARDING STUDENTS

1. WEARS

- i. Sunday wear (white shirt and trousers for boys and white below the knee gown for girls)
- ii. Shoes: black leather cover shoe (not high heel)
- iii. Black leather sandal
- iv. White canvass with white socks

2. OTHER ITEMS FROM HOME (FOR BOYS AND GIRLS)

- i. Two bed spreads (navy blue)
- ii. Two pillow cases (sky blue)
- iii. One mosquito net
- iv. One blanket
- v. One plastic bucket and bathing bowl.
- vi. A set of cutlery & stainless cup with cover
- vii. A torch light (Rechargeable & no radio or other functions)
- viii. One hoe, one cutlass and two brooms
- ix. Bathroom slippers (not Dunlop)
- x. Shoe polish and brush
- xi. Two towels
- xii. Six handkerchief
- xiii. Roll on (one)
- xiv. Six hangers

3. PERSONAL EFFECTS FROM HOME (FOR GIRLS)

- i. Night gown (not pajamas)
- ii. Seven pants
- iii. Three tights
- iv. Three bra

- v. Three camisole
- vi. Under skirt/lingerie
- vii. Five packs of sanitary pads
- viii. Comb (for both hair cutting and combing)

(FOR BOYS)

- i. Pajamas
- ii. Six boxers/ pants
- iii. Six singlet
- iv. Electric clipper
- v. Comb/hair brush

4. PROVISIONS FROM HOME

- i. Beverages in small sachet (rolls, no cans)
- ii. in small sachets (rolls no tin)
- iii. Two packets of sugar
- iv. Two packets of corn flakes
- v. Two packets of cabin biscuit
- vi. One big size of margarine
- vii. One packet of sugar
- viii. Two golden morn (optional)
- ix. One bottle of groundnut (plastic)
- x. Garri (Optional) not more than 2 modules
- xi. Stainless cup with cover.

5. TOILETRIES FROM HOME

- i. Six tablet of bathing soap
- ii. Six bar soap (B29)
- iii. Bathing sponge (2)
- iv. Two rolls of Detergent
- v. 2 Tooth paste (big size)
- vi. Tooth brush
- vii. Body and hair cream

6. ITEMS TO BE SUPPLIED BY THE SCHOOL

- i. Class uniforms
- ii. Compound/ prep uniform
- iii. Games uniform
- iv. Blue beret (girls only)
- v. One pillow

GENERAL NOTICE

Following the violation of any of the above school rules and regulations.

1. Such student will be taken to the counseling unit and Halleluyah house for spiritual edification.
2. Other acts not mentioned in these rules and regulations shall attract punishment commensurate with the gravity of
3. The offence as recommended by the student's disciplinary committee.

CONCLUSION:

Parents are to study and discuss the rules with their wards/children, fill the undertaking page and sign, which should be submitted to the school for record purposes. Failure to do this, nullifies the admission of your child/ward.

Thank you.

- vi. One six-spring mattress (vital foam)

