



## CIRCULAR

Dear Students, Parents, and Guardians,

As we embark on another enriching academic year, we wish to remind our school community of the importance of adhering to the school uniform policy. Our uniform represents not only our school's identity but also instills a sense of belonging, equality, and discipline among our students.

### **Uniform Guidelines:**

#### **Formal Uniform Days:**

Grade 6-10 students will wear formal uniforms on Mondays.  
Grade 3-5 students will wear formal uniforms on Tuesdays.  
Grade 1 & 2 students will wear formal uniforms on Wednesdays.

#### **Sports Uniform Days:**

Students are required to wear

- sports uniforms on the days they have sports periods in their timetable.
- On the remaining two days of the week, students should wear house uniforms.

#### **Uniform Neatness and Adherence:**

- It is essential that all students wear the uniform neatly and adhere to the assigned days strictly.
- Until the timetable is shared, students may wear house uniforms on days other than formal uniform days.

**Topwear:** All students are required to wear the designated school shirt/blouse/polo shirt, displaying the school logo, in the prescribed color.  
Shirts/blouses must be tucked in at all times.

**Bottomwear:** Students must wear the specified trousers/skirts/shorts in the designated color. The length of skirts/shorts should be modest and appropriate for a school setting.

**Footwear:** Black school shoes are mandatory- Sandals, flip-flops, or high heels are not permitted for safety reasons.

**Accessories:** Minimal and non-distracting accessories are allowed. Jewelry, if worn, should be subtle and not pose a safety hazard.



# RKL GALAXY INTERNATIONAL SCHOOL, PUNE

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**Outerwear:** During colder months, students may wear school-approved jackets/sweaters/hoodies. Non-uniform outerwear is not permitted within the school premises.

**Hair and Grooming:** Hair should be neat and tidy. Extreme hairstyles, unnatural hair colors, or excessive grooming are not allowed.

**Exceptions:** Any exceptions to the uniform policy must be approved by the school administration in advance, with valid reasons provided.

### **Consequences of Non-Adherence:**

- Students found in violation of the uniform policy will receive a verbal warning for the first offense.
- Subsequent violations will result in disciplinary action, including detention or parent/guardian notification.
- Persistent non-compliance may lead to more severe consequences, including suspension.

### **Appeals and Assistance:**

If there are genuine reasons for non-compliance, students or parents/guardians are encouraged to reach out to the school administration for assistance.

### **Conclusion:**

We appreciate your cooperation in upholding our school's uniform policy. By adhering to these guidelines, we foster a conducive learning environment that promotes unity, equality, and respect. Thank you for your continued support in maintaining our school's standards.

**NOTE : From 17th June 2024 school uniform will be mandatory for all students.**

Sincerely,

RKLGIS