



Distinct Star

International College

In Partnership With Unilag Consult

# Student Handbook

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Welcome To Our School



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Presented By :  
Management



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# Mission

“To provide an excellent world class education in an ideal and safe environment using well trained and highly motivated staff.”



# Vision

To build a righteous generation of leaders with confidence, prepared and equipped to conquer and rule in life through services.

# Our Core Values:

- Spirituality
- Excellence
- Evolving
- Service



# Child Rights Declaration

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“Every child is entitled to respect for the dignity of his person, and accordingly, no child shall be:

- a. Subjected to physical, mental or emotional injury, abuse, neglect or maltreatment, including sexual abuse;
- b. Subjected to torture, inhuman or degrading treatment or punishment;
- c. Subjected to attacks upon his honor or reputation; or
- d. Held in slavery or servitude, while in the care of a parent, legal guardian or school authority or any other person or authority having the care of the child. “

# Core Values

- Spirituality
- Excellence
- Evolving
- Service



# School Rules & Regulations

These harmonised school rules have been developed in partnership with the school community over a long period. They reflect the school community's expectations in terms of acceptable standards of behaviour, dress code, and personal presentation in the broadest sense. Students are always expected to abide by the school rules when in school, representing the school at any events, attending a school activity or when associated with the school, in what ever capacity. These rules may be reviewed from time to time based on developments.

The rules are captured in different sections as follows:

- General rules for conduct
- Academic conduct
- Dress code and Grooming
- Anti-social behaviour
- Sexual behavior
- Attendance

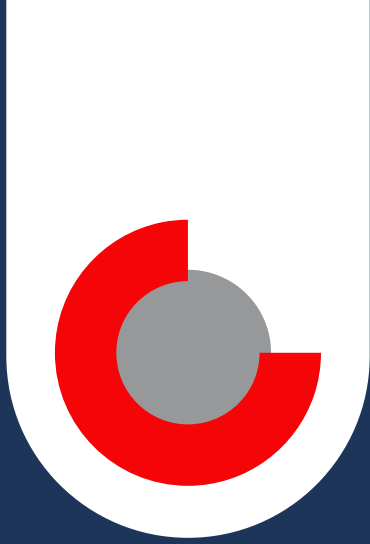


# General Conduct

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1. Students are representatives of schools from the time they leave home until they return and whenever they are wearing the school uniform. They are thus expected to observe acceptable standard of behaviour both inside and outside the school.
2. Students should be punctual to school, and attendance in class is compulsory. A roll call of students daily should be made. Students must earn at least 75% attendance in addition to passing exam to qualify for promotion to the next class.
3. Loitering around the school premises during classes is prohibited. Students should maintain silence and be attentive while in class. Students found in unauthorised places during school hours will face severe disciplinary action.
4. Students must conduct themselves properly, during school assembly. There should be no unnecessary shouting in any part of the school compound.
5. Students are expected to be of good behavior outside the school compound as ambassadors of the school, most especially when they are wearing the school uniform.



# Academic Conduct

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1. Students must carry out projects and submit all assignments given to them at the stipulated time. Failure to do so attracts the first strike which comes with a warning letter. On the second strike, the parent(s) will be invited to the school by the disciplinary committee, and the third strike attracts two weeks suspension.
2. All notes must be completed based on the subject teacher's demand. Also, notes must be neatly written – topics /sub-topics underlined. Subject teachers have the right to reject torn notes until necessary amendment is made.
3. Time-table will be given out to students at the beginning of the term. Therefore, forgetting of notes or textbooks/workbooks is highly prohibited. Subsequently, such behaviour will attract a sanction.
4. No form of examination misconduct and malpractices will be tolerated during bi-weekly test and examination period.



# Dress Code & Grooming

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1. The school uniform should be worn tidily and correctly both at school and between home and school. The complete school uniform must always be worn. Shirts are to be tucked in; socks are to be pulled up; heel straps in place or laces tied. Where a situation arises concerning a student's uniform, written request for the temporary wearing of non-regulation items must be referred to the appropriate authority.

## The Uniform Should Be Worn In The Following Accordance:

- Monday & Tuesday: Blazer, shirt, tie, and trouser/skirt without cardigan.
- Wednesday: Sport wear.
- Thursday: Shirt, tie, trouser/skirt, with cardigan.
- Friday: Friday wear and blue/black jean
- Girls must always wear black pop socks, and black socks for boys.



# Dress Code & Grooming

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2. Students are to wear the approved school shoes or predominantly black (>95%) track shoes. Black socks or pop socks must always be worn and visible. If for any reason a student cannot wear the recommended shoes (e.g., blisters, ingrown nail, and other medical reasons), the Form Teacher must be informed with the support of a doctor's recommendation or a parent's letter.

3. No visible chains, rings, bracelets, strips of any sort are to be worn with the school uniform. Girls may only wear one set of plain black/gold/silver round ear-studs not bigger than 0.3 cm on each earlobe. No other or multiple earrings or 'ear sticks' are allowed. Other forms of body piercing are strictly not allowed.

4. Boys are not allowed to wear earrings/ear studs, ear sticks, or have any other type of body piercing.

5. Male students are always to be clean-shaven while representing the school or in school uniform. A student's hair must always be kept clean and tidy.

# Dress Code & Grooming

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6. Female students are not permitted to plait any hair longer than their shoulder, no colored attachment, only black attachment is allowed. If not adhere to, they will be sent back from the school gate.

7. Make-up must **NOT** be worn in school. Students are **NOT** permitted to have visible tattoos.

8. Students are expected to look after their nails and keep them clean. The nails of all students are to be cut short. No nail polish is allowed in school.

9. Students are **NOT** permitted to wear sunshades or coloured spectacles. Only prescription glasses are allowed.



# Dissallowed Items

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The following are not to be brought to school:

- Alcohol or psychotropic or illicit drugs (non-prescribed drugs)
- Chemicals
- Cigarettes or tobacco
- Knives or other weapons, including guns
- Matches/lighters/explosive or dangerous material
- Pornographic or any other offensive material
- Cameras
- Skateboards or scooters or similar items
- Students can ride bicycles to school. The safe keep of the bike is the responsibility of the student
- Car
- Glass containers of all kinds including perfume bottles

# Sexual Behaviour

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No person shall have sexual intercourse with a child. A person who contravenes the provision of subsection (1) of this section commits an offence of rape and is liable to conviction. It is immaterial that the offender believed the person to be above the age of 18 years; or [that] the sexual intercourse was with the consent of the child. (Child Rights act)

1. Engaging in indecent conversation within the school by students or school personnel is not permitted. This includes speaking or writing obscene words is not permitted. Such is an offence and will attract punishment.

2. Possession of, or reading, watching, or listening to pornographic materials is prohibited.



# Sexual Behaviour

3. Sexual intercourse between students is not permitted. Any student found engaging in sexual act in the school premises, or when moving to and from school, or while dressed in the school uniform will be punished. In all inappropriate behaviour between students, the senior student will receive harsher punishment than the junior.

4. Inappropriate/ immoral sexual behaviour between students and teachers or members of staff is not permitted both on and off the school premises. Any staff engaging in this will be suspended indefinitely or dismissed and referred to the relevant management committee, and the issue reported to the police for prosecution. Any students engaging in sexual act with a teacher or a member of the staff of the school will be punished; the punishment will depend on the circumstances and gravity of the offence.

# Antisocial Behaviour

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1. Cults and any secret society are prohibited in school. It is an offence for any student to be found in possession of any emblem or instrument or to have in his/her body any work associated with any unlawful society.
2. Rudeness to teachers/ staff verbally, in writing or electronically, is prohibited.
3. Physical assault directed by students or students towards a teacher is not permitted. This assault includes threats, physical attacks, including hitting, fighting, slapping, pushing, stoning, or any other form of physical abuse, is not allowed. Punishment will be based on the gravity and persistence of the offence.



# Antisocial Behaviour

4. School personnel, including teachers, are not allowed to assault students physically. This includes all forms of threats of violence, physical attacks, including blows, slaps, throwing objects at the student, whipping, or any form of physical abuse. Punishment is based on the severity of the act and the persistence of the behaviour.

5. All acts of violence including verbal, psychological and sexual will not be tolerated including on the basis of sex, age, size, ethnic, religious and or socioeconomic background, living with or affected by HIV.

6. Bullying is said to occur when students prey on persons who are weaker than them. This includes:  
a. Physically stronger student maltreating other students, including the disabled, those living with HIV or other health conditions such as sickle cell anaemia;



# Antisocial Behaviour



b. The senior student maltreating their junior and a male student maltreating the female students.

c. Verbal harassment of students, verbal abuse related to puberty, the extortion of weaker, younger or junior students of their provisions to avoid punishment or bullying, intimidation and threats directed at other students and the labeling of students with negative connotations. Punishment will be given depending on the gravity and persistence of the offence. It ranges from counseling to expulsion.

7. Flogging is prohibited. This consists of excessive punishment (exploitive punishment, cruel punishment) meted out on junior students by senior students, or teacher to student. This also includes the act of extorting materials or provisions from such students to avoid other forms of bullying.



# Antisocial Behaviour

8. There is zero tolerance for sexual assault and harassment. This would apply to both sexes. Rape is a crime. Any student caught engaging in this behaviour will face severe penalties and will be further reported to the law enforcement agencies for correctional measures for correctional measures.

9. Fighting between students is forbidden. This includes the use of weapons or instruments of any kind to inflict harm on another student.

10. Willful damage of college facilities. No student shall inflict any intentional damage to college property. Any student found willfully damaging or removing any college property is guilty of serious offence and will

be punished and surcharged for any identified damage or removal of the property. Accidental damage will be treated on a case by case basis.

11. Gambling of all forms is prohibited.

# Miscellaneous

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## **Attendance/Absence**

It is essential that your child is present every school day and arrives on time to take part in all of the various activities. If your child is going to be absent, please inform the school.

## **Emergency Contact**

It is vitally important that we are able to make contact with parents or other named persons in cases of emergency, illness or school closure. Please make sure that we have up-to-date contact information. Every attempt will be made to contact you by telephone, email and text message. Also, please let us know about changes at home that may have a bearing on your child's education and wellbeing.



### **Extra-curricular**

There are many extra-curricular activities available at Distinct Star International College. Students are encouraged to participate in at least one activity to enrich their total school experience. Extra-curricular activities are defined as those activities not falling within the scope of the regular curriculum (i.e., dance, music, drama, football club etc.).

As important as extracurricular activities are, they should not take the place of academic pursuits. Should a case arise where a student requires remedial classes, they might be asked to reduce the number of extra-curricular activities or stop completely for a set period of time.

### **Reporting**

Parents will get regular information about their children's strengths, progress and achievements and be informed about any gaps in their children's progress and ways that they can help. Reports will focus on how well the child is progressing in terms of levels and becoming secure in their learning. Parents are welcome at any time to discuss their child's progress; it is best to make an appointment in advance.

# **PARENT/GUARDIAN CONSENT**

I \_\_\_\_\_  
HAVE READ THE SCHOOL RULES AND  
REGULATIONS WITH MY CHILD/WARD. I GIVE  
MY CONSENT TO ANY PUNISHMENT  
ALLOCATED TO THE DEFAULT OF ANY RULES  
BY MY CHILD/WARD.

\_\_\_\_\_  
SIGNATURE & DATE

# **STUDENT CONSENT**

I \_\_\_\_\_  
PLEDGE TO ABIDE BY THE SCHOOL'S RULES  
AND REGULATIONS.

\_\_\_\_\_  
SIGNATURE & DATE



# Thank You

We appreciate the trust you have in us by choosing to enroll your child (ren) in our school amongst others. We promise to do all it takes within our power for the better development of your child (ren).

## Contact Information :

 **+234 907 272 7444**

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