



**OBER BOYS' HIGH SCHOOL**  
**P.O BOX 318-40222, OYUGIS**

When replying, please quote  
*to Excel*

**the school motto:** *Determined*

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### **SCHOOL RULES AND REGULATIONS**

The following Rules and Regulations were drafted in line with the 2013 Basic Education Act and Basic Education Regulations of 2015. The rules below form guidelines (though not necessarily exhaustive that a good learner is expected to be, which are aimed at developing a responsible personality who can work independently, live with others harmoniously for the smooth running of the school. Every learner is expected to:

- a) Work hard for themselves, their school and their country.
- b) Do only what is right. Each student is therefore expected to observe the following: -

#### **1. CONDUCT**

- a) All learners are expected to exercise good judgment, show courtesy, mannerly behaviour, be respectful, smart, promote a peaceful atmosphere, cultivate the true spirit of love, peace and unity, and be clean, punctual, courteous and honest.
- b) A learner shall be deemed to be individually undisciplined if he is involved in: *physical fighting, being disobedient, bullying, abusing others, incitement, cheating, being involved in or promoting cultism and devil worship, forming or joining an illegal grouping in school, stealing, having tattoos inscribed on his body and homo sexuality.*
- c) A learner found to be involved in any of the offences described in (b) above is punishable by SUSPENSION pending Board of Management (BOM) decision.

#### **2. SCHOOL ROLL CALLS AND ASSEMBLIES**

- a) School roll calls and assemblies are COMPULSORY. No learner will absent himself without proper cause or permission from the Teacher on Duty, the Boarding Master, Deputy Principal or Principal.
- b) A learner shall be deemed to be individually undisciplined if he is involved in *missing school roll calls and being late for assemblies.*
- c) A learner found to be involved in any of the above as described in 2(b) is punishable by: *a verbal warning, given manual work outside class time*, in class or in the dormitory where the assembly was missed. Repeated missing of the school roll calls and assemblies will lead to the parent being called to school to discuss the same with the disciplinary committee.

#### **3. LEAVE OF ABSENCE**

- a) Going out of the school compound during lessons is not permitted without permission from the relevant authority in the school. In each case, the learner must carry a signed LEAVE-OUT

CHIT. When permission is granted under exceptional circumstances, a leave-out Chit duly completed and signed by the T.O.D must be carried; this must be produced on demand and should be surrendered to the T.O.D once a student reports back to school. A learner must be granted permission from either the Boarding Master, Deputy Principal or the Principal in order to spend a night out of school.

- b) A learner shall be deemed to be individually undisciplined if he is involved in *sneaking out of school and absenteeism*.
- c) A learner found to be involved in any of the above in (b) is punishable by;
  - i. A Suspension
  - ii. The parent is being summoned to school for the learner to face the school's disciplinary process.
  - iii. If the behaviour persists, the learner will be sent on suspension pending the decision of the school's Board of Management.

#### 4. UNIFORMS

- a) School uniforms shall be worn at all times during school days, including official trips, outings and school-sponsored activities. All uniform articles must be in good condition and tidy. *Green jumpers, green mavens and green gloves may be worn by learners with health-related issues, during night and dawn preps and cold seasons only.*
- b) All learners must *keep their hair clean and neat*. School trousers *must not be piped or slim-fitting*.
- c) A learner shall be deemed to be individually undisciplined if:
  - i. He has *civilian clothes, torn uniforms, long and uncombed hair, in possession of hats, bangles, earrings, necklaces, dark glasses, bracelets, rings and fancy clothes*.
  - ii. A learner found to be involved in any of the above in (b) is punishable by: *civilian clothes and Torn uniforms will be confiscated, and the parent will be called to school to replace the torn uniforms*.
  - iii. *Given a warning*.

#### 1. PREPS AND CLASS ATTENDANCE

- a) Preps and class attendance are compulsory. All learners must observe reasonable silence and punctuality. The preps must be carried in the assigned classroom or other room.
- b) A learner shall be deemed to be individually undisciplined if he is involved in: not attending a particular lesson, preps and making noise in class and during preps.
- c) A learner found to be involved in any of the above in (b) is punishable by: given a warning, given manual punishment and where the indiscipline persists, the parent shall be called to school to discuss the case with the disciplinary committee.

#### 2. VISITORS

- a) Visitors are not allowed to see a learner other than on the designated education days and academic days. Visitors are expected to sign the visitors' book at the gate. All visitors must report to the office.
- b) A learner shall be deemed to be individually undisciplined if he is involved in; Talking to visitors without permission from school authorities, talking to parents on days not indicated in 6(a) above.

- c) A learner found to be involved in any of the above in (b) is punishable by: given warnings, the visitor will be turned away, and if it persists, the parent is called to discuss the learner's conduct with the school's disciplinary committee.

### 3. PERSONAL AND SCHOOL PROPERTY

- a) It is the responsibility of every learner to take care of school property and their personal property. No furniture or property should be removed from its rightful place without permission.
- b) A learner shall be deemed to be individually undisciplined if he is involved in; Vandalism, destruction of school property, or any installation, breaking, stealing, or misplacing school or other students' property.
- c) A learner found to be involved in any of the above in (b) is punishable by the parent being called to school to discuss with the disciplinary committee and being charged for such offences.

### 4. DIET AND MEALS

- a) The school shall not provide a special diet to learners. Learners with medical instructions from a government hospital are to declare it on admission, and appropriate measures are to be discussed with parents.
- b) A learner shall be deemed to be individually undisciplined if he is involved in; pretense to have a medical complication or instruction.
- c) A learner found to be involved in any of the above in (b) is punishable by being given a warning, and the parent is called to discuss with the disciplinary committee.

### 5. COMMUNICATION

- a) No other languages apart from ENGLISH and KISWAHILI should be used in the school. Learners must follow proper channels when reporting cases.
- b) A learner shall be deemed to be individually undisciplined if he is involved in; *Using other languages other than ENGLISH and KISWAHILI.*
- c) A learner found to be involved in any of the above in (b) is punishable, and the parent will be called to come and discuss with the disciplinary committee.

### 6. REPORTING TO SCHOOL

- (a) Reporting to school is restricted to only one day, as advised in the official school newsletter, which will specify the dates for long holidays and half terms before 5 pm. If a learner fails to report on the first day, they must be accompanied by a parent or guardian, or the parents or guardians must inform the school of the reason.
- (b) A learner will be deemed individually undisciplined if they report late, especially at the start of a term or half term.
- (c) A learner found to be involved in any of the above in (b) may face punishment, such as being accompanied by a parent or guardian. In cases of absenteeism, suspension may be considered pending a decision by the school's Board of Management (BOM).

## **7. ALCOHOL AND DRUGS**

- a) No alcoholic beverage may be CONSUMED or POSSESSED in the compound or at school-sponsored activities. Smoking and taking of other hard drugs, narcotics and trafficking, e.g. bhang, miraa, kuber, glue, Vape, etc., are prohibited.
- b) A learner shall be deemed to be individually undisciplined if he is involved in: possessing, consuming alcoholic beverages, smoking and taking other hard drugs, narcotics and trafficking.
- c) A learner found to be involved in any of the above in (b) is punishable by suspension pending the decision of the school Board of Management (BOM).

## **8. Pornographic MATERIALS**

- a) Pornographic materials such as sex videos, pictures, nudity, writings and drawings that portray nudity are not allowed in school.
- b) A learner shall be deemed to be individually undisciplined if he is involved in, found with, sex videos, pictures, writing and drawings that portray nudity.
- c) A learner found to be involved in any of the above in (b) is punishable by suspension pending the decision of the school Board of Management (BOM).

## **9. GAMES**

- a) Games are compulsory and are an integral part of school life. No learner may therefore be absent from games and sports without permission from the school authority. All learners must be in games kits at all times for P.E and Games.
- b) A learner shall be deemed to be individually undisciplined if he misses games without permission from the game's teachers, fakes to skip games and appears for games in attire other than game kits.
- c) A learner found to be involved in any of the above in (b) is punishable by being given a warning, given manual punishment and a parent being called to school to discuss with the disciplinary committee.

## **10. DUTIES**

- a) All learners are expected to be obedient and carry out their duties in classes, societies or clubs, community work and other manual work as may be assigned by teachers, school prefects or class authorities to the best of their abilities. Each learner is allowed to belong to a maximum of two clubs.
- b) A learner shall be deemed to be individually undisciplined if he fails to perform his duties as assigned above in 14 (a) without permission, fakes illness or a complication to escape duty and finds himself in more than 2 clubs.
- c) A learner found to be involved in any of the above in (b) is punishable by being given a warning, given manual punishment and a parent being called to school to discuss with the disciplinary committee. For a learner who finds himself in more than 2 clubs, he will be referred to the guidance and counselling department for advice.

## **11. SICKNESS**

- a) Learners who fall sick must report immediately to the Teacher on Duty (T.O.D) or the Boarding master. *The school will attend to emergency cases in school, at Ober level III Sub County Hospital and Rachuonyo Level IV Hospital. Complex cases will be referred to an approved government referral hospital, such as Kisii Teaching and Referral Hospital in Kisii town.*

- b) The parent/guardian will only be notified of sickness if the learner is admitted or referred for further medication.
- c) A learner shall be deemed to be individually undisciplined if he fails to report sickness, calls his parents to report sickness before reporting to the TOD or the boarding master and fakes a medical complication to avoid duty.
- d) A learner found to be involved in any of the above in (b) is punishable by: *being given a warning, being referred to the guidance and counselling department for advice, and a parent being called to school to discuss with the disciplinary committee.*

## 12. HONESTY IN ASSESSMENTS

- a) Assessments in our school are done honestly and in compliance with the highest levels of integrity. During all assessments, all lockers **MUST** be cleared of all books and any other literature. No learner should visit the latrine during assessments except with due permission from the teacher administering the exercise.
- b) A learner shall be deemed to be individually undisciplined if he is caught cheating in an assessment.
- c) A learner found to be involved in any of the above in (b) is punishable by having *a parent being called to school to discuss with the disciplinary committee and suspension pending the decision of the school Board of Management (BOM).*

## 13. MOBILE PHONES, ELECTRONIC MATERIALS AND WEAPONS

- a) Mobile phones, electronic materials and weapons are not allowed in school. The following are the electronic materials and weapons not allowed in school: phones, SIM cards, SIM plates, compact discs, flash discs / USB, radios, smart watches, Ear Pods, electrical equipment, arrow heads, knives, pangas and guns. Learners should use the class teachers' phones when parents call through the class teachers.
- b) A learner shall be deemed to be individually undisciplined if he is involved in, found with a mobile phone or any of the above electronic materials and weapons.
- c) A learner found to be involved in any of the above in (b) is punishable by suspension pending the decision of the school Board of Management (BOM).

## 14. CONCLUSION:

- a) Punishments are meant to correct learners at fault. Learners must not resent punishments given to them.
- b) Minor infringements of school rules will be punishable by the teachers, who shall give manual punishments outside class hours.
- c) Major offences will be handled by the Principal or the Deputy Principal promptly and may lead to **the parent being called to school to discuss the indiscipline with the disciplinary committee and suspension pending Board of Management decision.**
- d) Guidance and counselling are applied in all discipline cases as an alternative corrective measure.
- e) Every learner is taken through the school rules and regulations after admission in the school, and this is done during official orientation. It is therefore reasonably expected that all students understand these rules and undertake to abide by them.

f) IGNORANCE shall not be accepted as a DEFENSE for a breach of these school rules and regulations.

**THESE RULES AND REGULATIONS WERE REVIEWED IN TERM 1 2025 AFTER AN ALL-INCLUSIVE PUBLIC PARTICIPATION BY STUDENTS, PARENTS, THE BOARD OF MANAGEMENT AND TEACHERS.**

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**Learner's Name                      Adm. No                      Grade & Stream                      Sign:                      Date**

**Parent's Name: ..... ID Number ..... Phone No..... Sign**  
.....

**Date: .....**

PRINCIPAL / DEPUTY PRINCIPAL

SIGN

OFFICIAL STAMP



**Tom Mboya Odhiambo**  
**Principal/Secretary BOM**