Milan Academy
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School Rules

School Rules & Code of Conduct

These rules apply to all learners, parents, and staff of Milan Academy. They support a safe, respectful learning community aligned with Kenyan educational standards.

Attendance & Punctuality

- Report by 7:30 AM; late arrival requires a note from parent/guardian
- Absence must be explained in writing within 48 hours
- Termly attendance below 80% may affect promotion

Conduct & Respect

- Speak English/Kiswahili politely; no bullying, fighting, or abusive language
- Respect teachers, support staff, visitors, and fellow learners
- Mobile phones are not permitted unless authorised by administration
- Zero tolerance for drugs, alcohol, weapons, or stealing

Uniform & Appearance

- Full correct uniform worn daily; no jewellery except small stud earrings (girls)
- Hair neat — natural colours; boys' hair trimmed

Property & Safety

- Care for school property; damage may be charged to parent/guardian
- Follow fire drills, road safety, and campus safety instructions

Disciplinary Process

Minor offences: verbal warning → written warning → parent notification. Serious offences may lead to suspension or recommendation for transfer, in line with Ministry of Education guidelines.

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