HSR
HAL – SUMA ROYALE SCHOOL
P. O. Box 2578, Tamale, Northern Region | Tel: 0240 284 788 / 0204 041 888

Aims of the School — Terms & Conditions

We are very pleased that you are considering **Hal–Suma Royale School** for your ward's basic education. The school is a private school located at Sagnarigu Kukuo, behind the central mosques.

The main aim of the school is to provide children with **Islamic education** and **Western education**, so that children can benefit in this world and the hereafter.

We also aim at ensuring that children discover their full potential and help them develop their talents, skills, and ultimately achieve academic excellence.

TERMS & CONDITIONS

1. Current admissions available for **Crèche, Nursery, KG to Basic 6** and also **JHS 1 to JHS 3**.
2. The admission form must be filled in with due care by the parent/guardian. Any change in the residential address, mobile numbers, and other details should be reported to the school.
3. The report card of the child from the previous school should be submitted alongside the admission form.
4. A photocopy of the child's birth certificate must be submitted to the school.
5. Any misbehavior/misconduct by the student, parent, or guardian will lead to rustication of the student without prior notice.
6. The school runs on a **termly basis**.
7. School hours are **7:30am – 3:30pm** for all levels.
8. All students must be in school before **7:50am**. Failure to do so will attract a fee or the school may ask your ward to go back home. **GH¢5.00**
9. All new applicants **must pay their fees in full** before they will be allowed to start school.
10. **Feeding fee & extra classes are compulsory** for all students. **GH¢5.00**
11. All toiletries must be presented at the office for collection and record-keeping.
12. Parents must inform the school of the person authorized to pick up their ward(s). Pick-up time is between **2:30pm and 3:30pm**.
13. Delaying to pick up your ward will attract a fee. **GH¢5.00**
14. If parents change their contact numbers, the school authority must be informed to update the records.
15. Parents must attend all school meetings, such as PTA meetings, where important decisions and information concerning the school and their wards are addressed.
16. If you decide to withdraw your ward, ensure all outstanding bills are settled beforehand. **Failure may result in legal issues**
17. School management is authorized to make changes to all monetary dues as the need arises.
18. You are free to give reports of any kind to the school management only.
19. You are not allowed to threaten any worker in this institution. **Failure to comply will lead to legal issue**