

REF: 2302C



KISUMU POLYTECHNIC

POLYTECHNIC RULES AND REGULATIONS

We consider our students to be mature and responsible adults and have sense of maturity. Decent behavior, decent dressing, commitment to work, respect to self and to others and obedience to authority are to be displayed by all without supervision. However, minority of students may lack the above traits and may need to be guided and counseled along a set of rules. WE therefore specify a few rules and regulations for the purpose of guidance and counseling.

THE RULES

1. All students must obey, respect and follow instructions from members of staff.
2. All students are expected to look after the Polytechnic property by guarding against loss of damage.
3. If a tutor is out of classroom of workshop the class must maintain silence and good order during the period of sessions.
4. a). Meal time must be observed, as no meal will be served outside the set times unless there have been prior arrangements. Note that food must be eaten in the dining hall.
5. Students should maintain cleanliness in the Polytechnic should keep dormitories and workshops tidy and participate in general cleanliness. Litter should not be thrown anyhow.
6. All students are encouraged to participate in various games and sports activities during games times. Polytechnic rules and regulations are to be observed when teams go out to represent the Polytechnic.
7. Punctuality must be observed in all Polytechnic functions:
 - a). During class hours, students will not leave the Polytechnic compound without a valid leave pass.
 - b). Boarders will not be out of the Polytechnic compound after 7.30 p.m. every day without valid leave pass
8. There shall be no tobacco smoking in the prohibited areas in the Polytechnic Dinning hall, Dormitories, Classrooms, Laboratories, Workshops and Drawing rooms.
9. Students should respect others freedom of worship. Where certain religious beliefs and rites conflict with the rules, Polytechnic rules shall prevail.
 - a). All students are prohibited from entering Hostels of the opposite sex.
 - b). Visitors are not allowed into the dormitories.
 - c). Staff room, Non-teaching and teaching staff compounds are out of bounds to all students.
10. Fighting, use of abusing languages, possession of dangerous drugs, being drunk and disorderly and stealing is prohibited.
11. Female students are advised to guard against pregnancy during their whole course of training.
12. Unless otherwise stated lights shall be off at 11.00 p.m.

PENALTIES

Infringements of any of the rules and regulations may be met by the following penalties.

- a). Suspension
- b). Double suspension may be followed by expulsion.
- c). In case of criminal offences (See rule 10) the offenders may be handed over to the police.
- d). Loss of privileges e.g. Boarders who do not adhere to the rules may be deprived of the boarding facility.

e). Female boarders who become pregnant will be advised to become day scholars and if their condition may not allow continuity with studies, they may request for leave and resume studies when it is appropriate to do so.

f). A total of six weeks absenteeism will lead to automatic referral. Similarly loss of 75% class attendance in any subject will lead to automatic referral irrespective of being absent with permission.

g). Lost and damaged property will be replaced by the offender, before he/she resumes classes.

The declaration attached should be signed in the presence of a guardian/Sponsor who should sign as a witness.

Note that the declaration must be submitted to the Polytechnic on the opening day before registration.