



HERBERT SCHOOL

EDUCATION WITH A DIFFERENCE
Changangei Airport Road, Imphal – 795140

NOTICE FOR HOSTEL ADMISSION

Dated: 6th January 2021

After taking due consideration of the problems faced by the students while preparing for the ensuing Council of Higher Secondary Examination and JEE/NEET exam, 2021 for the class XI and XII students, the school authority has decided to open hostels (for both Boys and Girls) from the month of February 2021 in the interest of students by following SOPs of Covid 19 pandemic

The following points are to be noted before applying for hostel admission:

1. Hostel admission will be given to Class XII students on first priority basis
2. Selection of hostellers will be done on the basis of past academic records
3. Preference will be given to outstation students and students from remote areas
4. Only one student will be allotted to one room as far as practicable
5. A Covid 19 Negative Test report is mandatory while joining the hostel (Test to be done 48 hr before joining hostel)
6. A Consent Form duly signed by the parent is to be submitted at the time of joining the hostel
7. Smart phone/Tablet/Laptop should be brought by the students for attending online class

SOPs to be followed at Hostels:

1. Strict restriction of entry and exit of students and staff
2. Wearing of Mask is compulsory at the hostel campus
3. Arrangements to maintain social distancing at all times
4. Hand hygiene and sanitisation to be adopted by all

Arrangements made for hostellers:

1. Online class to be attended at their rooms with their own Smart phones/ Tablets/Laptops
2. Tutorial class (offline) at school
3. Games and sports
4. Morning PT

Hostel visiting day

1. Restricted visiting day
2. Restricted outings by hostellers
3. No home visit permission unless absolutely required
4. Strict restriction to visit school/hostel by parents
5. Keep in touch with your ward through mobile phone
6. Student's items to be left with the security at the main gate

In case of illness

1. First Aid by the Hostel staff
2. Information will be given to parents about the illness
3. Parents/Local guardians to come and pick up the child for further medical treatment
4. Student will be taken to hospital in emergency cases by the hostel staff

Time schedule for Hostel admission

Sl no	Particulars	Dateline	Form submission Fee
1	Last date submission of application form	12 th January 2021	Rs 200/-
2	Selection list	15 th January 2021	
3	Last date of payment of fee	18 th January 2021	
4	Date of joining hostel	31 st January 2021	

Hostel admission and monthly fee

Sl no	Particulars	Amount	remarks
1	Hostel Admission Fee	Rs 5000	Inclusive of Bed linen charges
2	Monthly Hostel Fee	Rs 10000	Inclusive of Tutorial Fee
3	Hostel uniform	As per the item	

Fee rules

1. Hostel Fee to be paid by 10th of every month
2. Hostel fee to be paid for the whole month if he/she has to leave hostel for medical conditions or otherwise

For any information related to hostel, parents may kindly contact hostel wardens at the following numbers:

Sl no	Hostel Warden	Mobile no
1	Miss M. Chandrika, Girls Hostel warden	7085540436
2	Mr Th.Thoungamba, Lecturer PHES cum Boys Hostel warden	7085670826

Parents/students who are interested to apply for hostel admission may do so by filling the Hostel Form which is available at the Herbert app Announcement and submit the same at the school office on or before the dateline.

For Outstation students, duly fill-in Hostel Application Form may be sent by email to herbert_principal@yahoo.co.in . Attach the online payment receipt of Form submission fee in the mail.



(Dr. K. Nabachandra Singh)
Principal

- Copy : 1. Herbertapp announcement
2. Office file