



SADHU VASWANI MISSION'S
St. Mira's College For Girls, Pune
An Autonomous (Affiliated to SavitribaiPhule Pune University)
Reaccredited by NAAC- A Grade, cycle 3
[ARTS, COMMERCE, SCIENCE, BSc (Computer Science), BBA,
BBA(CA)]
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POLICY TITLE: Classroom Policy	
Policy Number:	7
Description of the Policy	The ground rules applicable for the students and teachers for the better utilization of classrooms.
Drafting Authority	Criterion 4
Policy Application	Students/ Teaching Staff
Effective from:	15/6/2017
Revised on:	June 2020-21
References for the Policy	UGC guidelines



Jayesh
Principal Incharge
St. Mira's College for Girls, Pune.

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Classroom Policy

Purpose:

To develop classroom ground rules that are applicable to students and teachers, ground rules that will guide the class for the entire time they are together.

Procedures and policies for maintaining classrooms:

- Classrooms are maintained jointly by the office staff, class teachers & student class representatives .
- Classrooms are to be utilized only for the conduction of lectures, examinations as scheduled and also for guest lectures.
- Electric power supply/ internet/ smart boards/ LCD projector/ computers & accessories etc. provided by the college are to be utilized only for college related activities.
- Students found scribbling on the walls or benches or causing any kind of damage to the college property will be required to pay for the repairing expenses.
- All requirements , repairs & servicing of the equipment/furniture in the classroom or any problems detected on the building infrastructure are to be reported in writing by the class teacher to the office staff in charge, who in turn shall attend on these issues after obtaining the necessary sanctions from the Principal.
- No equipment / furniture / objects which are a part of college property can be shifted from one part of the college to another without the permission of the Registrar.



L.H. Gidwa
Principal
St. Mira's College for Girls