



NOTICE

UPDATING OF LOCAL GUARDIAN/ESCORT DETAILS

THIS NOTICE IS ADDRESSED TO ALL PARENTS/GUARDIANS OF RESIDENT SCHOLARS

As a matter of abundant caution, parents/guardians of resident scholars are requested to complete the following Performa related to a local guardian for your son.

For the safety of your son, the photograph of the Local Guardian(s)/Travel Escort appointed must be uploaded on the ERP system of the College.

To update following the instruction under the heading Update Local Guardian Details/Travel Escort by clicking on <https://lmc.renocampus.com>

It has been observed that:

- Sometimes the resident scholar is unaware of the location/contact details of the local guardian registered in the College
- The local guardian may no longer be a resident of Lucknow.
- The local guardian chooses not to contact the pupil or the College due to preoccupation.
- It may not be physically possible for the local guardian to visit the College.
- The local guardian is temporarily out of the city.
- Resident Scholars enter into collusion with individuals to facilitate their leaving the campus.

LOCAL GUARDIANS:

The College now has the provision for TWO local guardians to be officially registered. This must be done on line. You are advised to appoint local guardians who can fulfil the requirements as given above. The consent of the person appointed as a local guardian must also be ascertained. It is the responsibility of the parent/guardian to indicate such approval in the Performa below.

Kindly note that as a matter of security, NO RESIDENT SCHOLAR SHALL BE GRANTED A LOCAL EXEAT WITHOUT THE PRESENCE OF A REGISTERED LOCAL GUARDIAN.

TRAVEL ESCORT:


When a resident scholar is to travel out of Lucknow, the parents/guardians of such a boy may appoint a Travel Escort. This must be an adult who has agreed to escort one or more boys to a particular destination. To avail of this, the parent of the boy seeking exeat must inform the Housemaster by a WhatsApp message. The Housemaster shall call the parent on the same number confirming this.

Only in extreme cases shall a pupil be permitted to be escorted by a person, other than the registered guardian/travel escort.

While all efforts shall be made to identify the credentials of the local guardian/escort, it shall be the responsibility of the Parent/Guardian to ensure that such safety measures are complied with. Your cooperation is required for the security of your son/ward.

Points to consider:

- Parents have over a period of time failed to update the records and personal details as required by the College. The last date for updating the Local Guardian(s) details is 13 October, 2023 by 5.00 p.m.. This shall be automatically generated by the ERP system.
- Any changes to records after 13 October, 2023 shall be with the permission of the College Office. This may be made by means of a request by email/WhatsApp (number). This is to avoid misuse by the resident scholars themselves.
- **NO RESIDENT SCHOLAR SHALL BE GRANTED A LOCAL EXEAT WITHOUT THE PRESENCE OF A REGISTERED LOCAL GUARDIAN.**
- In the event of parents of a resident scholar being unable to appoint a local guardian(s), the Housemaster shall carry out such duties, limited to academic and administrative matters **ONLY**. The Housemaster is not permitted to escort the boy for leisure activities or for facilitation of travel.
- Resident Scholars of Classes 11 & 12 are permitted 'self-exeat' to travel for vacations. This shall be **ONLY** with the written permission of the parent/guardian who will be fully responsible for the boy once he leaves the campus.
- A member of the Staff may **NOT** agree to escort a boy on local exeat, unless such a person is registered as one of the Local Guardians.


(C. A. McFarland)
Principal

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Date: Friday, 06 October 2023