

## ST THOMAS NYABULA SECONDARY SCHOOL

PO Box 170, Iringa

Office Phone Number: +255755 302 572

Email: emilkindole@yahoo.com Website: www.nyabulaparish.or.tz

20<sup>th</sup> January, 2022

## **DUTIES AND RESPONSIBILITIES OF PATRON AND MATRON**

- Ensure that school daily routine is observed by the students from early in the morning to bed time at night.
- Ensure that all student do their personal, clothes and dormitory cleanness as well as arranging well their properties and bed making.
- Ensure that iron and lights are switched off soon after student get out of the dormitory.
- Ensure monitoring and close supervision on student discipline is done every time and immediate measure is taken against any indiscipline action.
- Attending all students emergency health cases on time
- To ensure that every time you are around students whenever they are so that right thing will be done at the right time.
- To supervise students' religious sessions and make sure all students attend their respectively
- To promote time management to students in every aspect and ensure punctuality is always observed.
- To make sure that students are smart in all aspect including school uniform,
  shamba dress, hairstyle and sports uniform.
- To ensure that all school properties are well preserved as failure to that will lead serious measures

- To ensure proper utilization of resources such as water and electricity
- To make night patrol around the dormitories and work on any indiscipline behavior that may arise on time.
- To enhance English speaking in the school

Wishing You Best of Luck

Rauce Kisonga

Headmaster

**CC: School Director**