

**NOTICE : CONSEQUENCES FOR NOT APPLYING FOR INFORMED LEAVE
ABSENCE**

The school has specially designed a system for the students for intimating the school of their absence which is known as "Informed Leave Absence".

A student is expected to maintain the desired percentage of attendance ranging between 75% to 80% in each academic session (depending on the class) failing which he/she is liable to be dealt with as per school rules given in the school Diary.

After having been absent if the system reflects "A" i.e. Absent even after 3 days of Absence it shows that student has not applied for Informed absence through student portfolio > Leave Application.

Some of Consequences of "A" being reflected in the system are given below:-

1. The student will be classified as disregarding the school rules/regulations repeatedly.
2. The school authorities have the right to treat it as a case of gross indiscipline.
3. Such irresponsible / in disciplined conduct coupled with a subsequent attempt at claiming the leave on medical grounds, as afterthought, shall not be entertained. Relevant rules as applicable may be applied on the student.
4. Such slipshod approach of a child would reflect his lack of interest in academics
5. **STUDENT RELEASED FROM SCHOOL DURING SCHOOL HOURS.** The students will be marked "A" in the School soft. The students will have to fill this absence in the informed absence with remarks "Release from school on account of sickness" If released for other reason, to enter the same "Released from school on account of"

This is a very serious issue and be noted accordingly by all.



Brij Bhushan Singh

Principal