

## LEAVE RULES

1. Ordinarily a leave is not granted except in case of sudden illness or unavoidable circumstances. Application for leave must be recommended and signed by the parents/guardian. If a student is absent for more than six days without prior sanction of leave application, his/her name may be struck off the school rolls. Re-admission in such cases will entirely depend on the discretion of the Principal on fresh payment of admission fee.
2. An application of leave duly signed by the parents recommended by the class teacher and sanctioned by the Principal will be considered as 'Leave'.
3. Leave for mere social function is not recommended as it hampers the progress in school and minimize his interest for regular work.
4. No leave is permitted during the examination, except medical cases which must be informed prior to commencement of examinations.
5. It may please be noted that children will not be sent home in an emergency with any person other than the Parents/Guardian during school hours without a request from, the Parents or Guardian.

