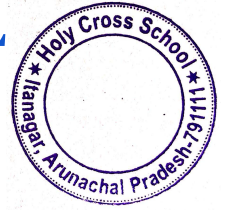




HOLY CROSS HR. SEC. SCHOOL

Affiliated to CBSE, Reg.No. 2230056, School Code: 35055
Nyokum Lapang, Itanagar-791111, Papumpare(Dt) Arunachal
Website: www.holycrossita.in, email:office@holycrossita.in, Phone:9436863856



Ref. No: HCS/Notification 2023-24/07

20 July 2023

Subject: Leave and Absence regarding,

Dear Parents/guardians

Attendance in classrooms is made compulsory to ensure continuity in the student's learning process. When a student is regularly absent from class, it has an adverse affect on their academic performance. This is because frequent absences may lead to missing out on vital information, facts and instructions that result in partial understanding of a topic, submission of incomplete work and poor participation in class activities.

It is brought to the notice of the principal that many students take undue leave. Sometimes parents are not aware of their ward's leave from school .Holy Cross Students who have been absent from class must have the reason for their absence briefly noted in their regularity record in the handbook signed by their parents and countersigned by the principal before entering in the class. Reasons of a private nature may be intimated by an application. Birthdays, excursions, festivals, social functions, family affairs and urgent business are not sufficient reasons for leave. Absence from school in order to study is not allowed. Absence from school without prior leave is not tolerated except when the cause is sudden illness or unforeseen circumstances.

No pupil will be allowed to sit for the Annual Examination if the attendance during the year is below 85%.

Students having 100% attendance will receive a merit certificate.

Kindly check the 'Record of Absence' on page No.91 in the Student Handbook.

Sr. Flora Celine

Principal

Principal

Holy Cross School
Itanagar-791 111
Arunachal Pradesh