

# Attendance Rules

1. Students are expected to attend all scheduled online/offline classes.
2. Absence without prior leave requires a leave application duly signed by the parent.
3. Unexplained absence for ten consecutive working days will result in the student's name being struck off the rolls. Re-admission may be granted at the discretion of the Principal, with payment of the fresh admission fee.
4. Attendance on the re-opening day after each vacation is compulsory.
5. **According to CBSE guidelines, a minimum of 75% attendance is mandatory for students to appear in the Half Yearly/Annual/Pre-Final Examination.** Failure to meet this criterion will lead to debarment from the examination, with a zero mark.
6. Relaxation in attendance may be granted only on the following grounds (subject to the satisfaction and approval of the Principal).
  - a) **Medical Ground** - If the child is seriously sick and remains absent for two or more consecutive working days, a medical fitness certificate from a competent authority of a government hospital is required.
  - b) **Any Untoward Happening in the Family** - Parents must inform the school well in time.
  - c) **INSUFFICIENT ATTENDANCE RENDERS THE STUDENT INELIGIBLE FOR PROMOTION OR ANY ACADEMIC AWARD.**
7. Return after illness :
  - a Student returning to school after recuperating from an infection or contagious disease must obtain doctor's fitness certificate. A student suffering from the following diseases must observe the prescribed period of quarantine before returning to class.

Chicken Pox	Till the scabs fall off completely
Cholera	Till the child has completely recovered
Measles	Two weeks after the rashes disappear
Mumps	Until the swelling has gone
Whooping Cough	Six weeks
Jaundice	Six weeks
Conjunctivitis	Till the redness has gone

**Note: No re-examination will be held for students absent in any examination.**

