



RAGHUNATHPUR SUDHAMONI MEMORIAL SCHOOL

Sudhamoni Avenue, Behind Raghunathpur College, P.O.- Sanka,
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sudhamonischool@gmail.com

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ATTENDANCE AND LEAVE RULES

1. The children should have a minimum of 80% attendance of total working days of the year to be eligible for promotion to the next class.
2. Every absence should be supported by leave application duly signed by the parent/guardian addressed to the class-teacher. Children who are ill should not be sent to school.
3. In case of sick-leave for more than a week, medical certificate is to be produced.
4. Prolonged absence of six continuous weeks will result in the removal of the name from the roll.
5. Even for partial leave for half a day or so children should bring requisition letters from parents/guardians.
6. During the class-hours children should not leave their class without the permission of the class-teacher and they are not permitted to go out of the premises during interval.

Principal

Raghunathpur Sudhamoni Memorial School

President

Raghunathpur Sudhamoni Memorial School