



THE WISDOM GLOBAL SCHOOL
CIRCULAR

14th Aug. 2019

Dear Parents,
Greetings!

Kindly note the following rules to be strictly followed henceforth in respect of leaves of your ward-

- a. A minimum of 85% attendance is compulsory for all school students.
- b. A student must not remain absent without prior permission of the Principal. A leave application has to be submitted in advance for the same.
- c. If a student remains absent from school, he/she will not be allowed to enter the classroom, on the day of rejoining, without a copy of his/her leave application duly sanctioned by the School Principal.
- d. A leave application has to be strictly as per the format given on the last page of Students' Almanac. It has to be addressed to the School Principal and must give specific and not general reasons. Hence reasons such as sick / ill, not well etc. are not enough. The name, class and Section of the child must be clearly stated on top of the application.
- e. You may send leave application in advance through e-mail also on 'principal@twgs.in'.

PRINCIPAL
