

The BGES School (ICSE)
12B Heysham Road Kolkata 700020
Tele 40196666 Email bgress5939@bsnl.in

Date: 13/06/2017

To

Mr. JITESH KUMAR SINGH

STUDENT NAME :SANNVI SINGH REGN. NO. :2947

49 /5 /H 157 KARLMARX SARANI KOLKATA -700023

Sub: Regn. No. 2947 Name: SANNVI SINGH Class: NURSERY A
SHOWCAUSE: Notice First Day Absence

Dear Sir

It is noted with great concern that your ward has been absent on the first working day of the School before/after the vacation respectively.

Please refer to various paragraphs in the school diary with regards to first day absence of students.

The school does not ordinarily accept the absence on first day. You are requested to please show cause in writing why the name of student should not be struck off the rolls as per school regulations.

All documents, if any, in original may please be produced personally to the Headmaster along with Xerox in support of the absence to conclusively show the compulsion beyond control of the student to be present on first day, and the students may please be refrained from attending school till the matter has been resolved and permission in writing obtained from Headmaster.

In case there has been no specific reason for absence the school is under constraint to impose a fine of Rs 200/- on such student. The same may please be paid in the bank after printing relevant challan and letter "Last Day/First Day" from student's profile.

Students paying fine subsequently/producing necessary documents will be allowed to attend classes by explicit permission of the Headmaster.

With regards to First day absence students are allowed to join the school after receipt of show cause notice and compliance there off on receipt of written permission from the Headmaster.

Thanking You



Brij Bhushan Singh