

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

Date: 17/06/2016

To

Mr. RISHI KAPOOR PURBEY

STUDENT NAME :SHAKSHI PURBEY REGN. NO. :2777

26B, MOHINI MOHAN ROAD,KOLKATA-20

**Sub: Regn. No. 2777 Name: SHAKSHI PURBEY 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 after vacation.

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 the 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.

The students who will pay fine tomorrow may attend the school from Monday provided they are able to show paid bank challan to the class teacher.

Students paying fine subsequently will be allowed to attend classes on production of paid challan to the Headmaster.

Thanking You



Brij Bhushan Singh