



**Date:** 31-01-25

**QCS/2025/148**

**Subject:** Regular attendance at school

**Dear Parents**

**Greetings!**

We hope this message finds you well. As we approach the final stretch of the academic year, we kindly request your support in ensuring your child's regular attendance at school.

With syllabus completion in progress and final exams approaching, every day of learning is crucial. Absenteeism at this stage may lead to gaps in understanding, which could impact your child's performance in the exams.

We appreciate your cooperation in prioritizing attendance and encouraging your child to stay engaged in their studies. If there are any unavoidable circumstances, please inform the school through mail or application.

Thank you for your continued support.

**Warm Regards**

A handwritten signature in black ink that reads "Sandhya Kumaria". The signature is written in a cursive style with a small flourish at the end.

**Ms. Sandhya Kumaria**

**HOS**