QUEEN'S CARMEL SCHOOL
AWAKE ! ARISE ! ACHIEVE !
[SCHOOL THAT INSPIRES]

Date: 05-11-26 **Circular-QCS/2026/269**

Subject: IMPORTANCE OF REGULAR ATTENDANCE

Dear Parents,

Greetings!

We wish to reiterate the importance of regular attendance and request parents to ensure that students attend school consistently, avoiding frequent or unnecessary leaves. Kindly note that **a minimum of 75% attendance is mandatory as per CBSE guidelines.**

Also attendance is an essential and integral component of the **Internal Assessment**. Frequent or unexplained absences may affect students' academic progress, assessment performance and overall grades and above it leads to the learning gap in the running class concept.

Parents are therefore requested to:

- Ensure that their ward attends school regularly and punctually.
- Avoid unnecessary leaves and prolonged absences.
- Plan family outings and personal engagements, wherever possible, during scheduled school holidays.
- Keep the school informed of any unavoidable absence.

Your cooperation in reinforcing the importance of regular attendance will go a long way in ensuring your child's academic progress and overall development.

Warm Regards

Sandhya Kumaria
HOS