

Circular No. DAV/PE/MN/2023-2024/15

Dt. 26.09.2023

Dear Parent/Student

**Please be informed that as per the guidelines issued by CBSE (Circular No. CBSE/CE/SPPS/2023; dated 29/08/2023) it is mandatory to have at least 75% minimum attendance for appearing in the Board Examination.**

**Therefore all the parents must ensure that their ward attends the school regularly in future to compensate the attendance, if required.**

Any student, if on leave due to a medical emergency, needs to apply for the leave to the school with proper medical prescription and certificate.

The names of students whose attendance will be less than 75% are to be forwarded to CBSE on 1<sup>st</sup> January 2024. Therefore, kindly ensure that your ward fulfill the minimum requirement of 75% attendance by the month of December 2023.

In case your ward is unable to meet the criteria for minimum attendance then the school should not be held responsible for the same.

Seeking for you cooperation as always.

  
Sonia Malik  
Principal

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**DAV CENTENARY PUBLIC SCHOOL, PASCHIM ENCLAVE, NEW DELHI-110087**

**CONSENT FORM FOR MINIMUM REQUIREMENT OF 75% ATTENDANCE**

Date : \_\_\_/\_\_\_/\_\_\_

I, \_\_\_\_\_ parent/guardian of \_\_\_\_\_  
studying in Class/Sec. \_\_\_\_\_ ensure that my ward will meet the criteria of minimum  
attendance of 75% as per the CBSE rules.

Name of Parent/Guardian :

Signature of (Parent/Guardian) :

Contact No. :