



HOLLY CHILD SCHOOL

(Run by: NKDUTTA EDUCATIONAL AND REHABILITATION FOUNDATION)

Registration number : 18771 CIN NUMBER : U80904AS2018NPL018771, UBIN : NO:289/196908/AAGCN2179N/9/2024

Sri Nath Road , Lala Ward No:7, Dist: Hailakandi, Assam, 788163, UDISE NO : 18230317114

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File No: HCS/2018/ACA/School/225

Dated: 17.06.2025

Dear Parents/Guardians,

We hope this message finds you well.

It has come to our attention that some students are not attending school regularly. Moreover, we have not received any valid communication or written intimation from the parents/guardians regarding their absences. This lack of attendance and communication is a matter of serious concern. Please be informed that regular attendance is crucial for the academic progress and overall development of your child. Irregular attendance not only affects your child's learning but also disrupts the flow of daily classroom activities. As per school policy and academic guidelines, a **minimum of 75% attendance is mandatory** for promotion to the next higher class. Students failing to meet this requirement **will not be considered for promotion**, irrespective of their performance in examinations.

We sincerely urge all parents/guardians to ensure that their children attend school regularly and punctually. In case of unavoidable absence, a written application or prior intimation to the school is compulsory.

Let us work together to support your child's academic success and overall development.

Regards,
Head of Institution
Holly Child School, Lala

Copy to :

1. School coordinator for information and necessary action also update monthly student's attendance details all the school whatsapp group.
2. Upload School Website and notice board .
3. Office file