



# RAMJAS INTERNATIONAL SCHOOL

## Sector IV, R. K. PURAM, NEW DELHI - 110022

Circular No. : RIS/2025/5/002

09 May 2025

Dear Parents,

This is in continuation to the circular RIS/RKP/2025/1/005 dated 18 January 2025, it is once **again reiterated that no child will be allowed to take a half-day leave or leave early during school hours.** If your ward has any medical appointments, family engagements, or other commitments, you are kindly requested to plan for a full-day leave in advance.

This policy has been implemented to ensure the safety and security of all students and to streamline administrative processes. Adherence to this policy will help us maintain a secure and well-organized environment for your children.

We appreciate your cooperation and understanding in this matter.

With regards

Ms. Richa Sharma

Principal