



INTERNATIONAL INDIAN SCHOOL BURAIDAH

Ref: Cir 23 /PAR/2025-26

1 September 2025

Sub: Compliance of Rules 13 & 14 of the Examination Bye-Laws on Attendance

Dear Parents,

01 September 2025

Greetings from IISB!

Schools are known as temple of learning and are responsible for transforming the Journey of a student by giving them education as a lifelong process to learn and grow. During schooling, students' overall development is ensured by the way of extracurricular activities, peer learning, character building, inculcation of values, collaboration, respecting diversity and inclusion, respectful interactions, teamwork, and so on. Overall, schools play a vital role in shaping well-rounded individuals.

Regular attendance in school is therefore important as students' presence in the schools contributes to a student's academic success, personal development, and overall well-being. If the students do not attend school, their all-round development will be hampered.

Accordingly, the CBSE has issued circulars and Standard Operating Procedures (SOPs) and has prescribed mandatory at least 75% attendance for appearing in the board examination. 25% relaxation is given in attendance considering exigencies and emergencies faced by the students and their families as rule 13 and 14 of the Examination Bye-Laws.

CBSE directed schools to strictly follow the Board's Examination Bye-Laws Rule No. 13 & 14 and also to ensure following:

- All the students and parents may be informed that it is mandatory to have at least 75% minimum attendance as stipulated in the Examination Bye-Laws of the Board.
- Any student, if on leave due to medical emergency, needs to apply for the leave to the school with proper medical prescription and certificate etc immediately after falling ill.
- In the rest of the cases, the student will follow the due process of availing the leave informing the valid reason for leave in writing to the school at the time of availing leave.
- The schools will ensure that the students are attending the schools regularly and in case, any student is not serious about his/her attendance and frequently availing the leave or not attending school, then the school has to inform the parents in writing to ensure attendance as per Board norms otherwise the student will not be allowed to appear in the examinations.

Students are advised to be regular to school and fulfill the attendance requirements

Best Regards!


Principal

