

CADETS LEAVE POLICY: KRCRSSG

1 Leave is not a matter of right but remains a privilege at the discretion of the Head of School and shall be binding however cadets may be allowed to proceed on leave under following circumstances :-

(a) **Medical Leave**: Leave will be granted by Principal/ HM on doctor's advice, provided the investigations are not available in nearby hospitals and patient requires rest. Medical certificate/ fitness certificate will be deposited by Parents.

(b) **Emergency Leave**: Short periods (e.g., 1-3 days) for immediate family crises (weddings, funerals of close blood relations only) with authorization Parents must provide written permission for all non-scheduled leave.

(c) **Vacations/Breaks**: Attendance before and after major breaks is mandatory.

2 **Restrictions & Penalties**: The following will be adhered to:-

(a) No Leave during Exams: Generally disallowed during tests/exams.

(b) Unauthorized Absence: Can lead to name being struck off the rolls (often after 10 days).

(c) Late Return: Fines may be imposed for failing to return on time.

3 **Common Procedures**:

(a) **Application**: Written application to the Warden/Principal.

(b) **Documentation**: Medical certificates for sickness; authorization letter for someone else to pick up the child. Schools need correct parent contact details and require written notice for any absence.


(Col Dr Rahul Sharma)
Principal

Place : Kittur

Date 27 Dec 2025