

WEST BENGAL BOARD OF SECONDARY EDUCATION

No. 8310/G, Date: 24 August, 1982

Sub: Clarification on leave of the School.

The undersigned is directed to state below seriatim:

QUERY	REPLIES
1. Whether the absence of the staff of the school to work as members of the Centre Committee formed for the conduct of the Madhyamik Pariksha (Secondary Examination) and to work as a member of the Inspection team for visiting the school in connection with its recognition/ upgradation is to be regularised by way of granting Special Casual Leave to them?	1. Absence of a staff on the dates concerned reported from the school on the matter should be regularised by granting them Special Casual leave or by treating their absence as on duty on the production of their respective documents to show that they actually performed their such duties assigned to them.
2. Whether absence of a teacher to work as a member of the Indian Science Congress and for attending its annual conference is to be regularised by way of grant ing Special Casual leave to him/her?	2. No Special Casual Leave in the matter is admissible as the same is not obligatory or necessary in the interest of the school or approved by any competent authority.
3. Whether the Headmaster/Headmistress of the school is entitled to suspend classes on the dates of Work Education and Physical Education Examination of the Madhyamik Pariksha (Secondary Examination) and to exempt the teachers not required for the said examination from giving their attendance on such dates?	3. In the best academic interest of school the Head of the School is the competent person to decide the matter with the approval of Academic Council and the Managing Committee of the school respectively.

Sd/- Secretary