

APPLICATION FOR CHILD CARE LEAVE (PROVISIONAL/ FINAL)

1.	Name of the Applicant with designation and Mobile No.	
2.	Name of the School with No. & Circle	
3.	Date of first Joining in the service with Memo. No.	
4.	Date of Confirmation with Memo. No.	
5.	No. of Child with date of birth. Mention the name of the child for whom C.C.L. is applied for and also the date on which will be attaining 18 years.	
6.	Period of leave : _____ days	From _____ to _____
	Prefix/Suffix of holidays, if any	
7.	Reasons(s) for leave applied for	
8.	Total C.C.L. availed till date	
9.	Nos. of times availed C.C.L in this academic year	
10.	(a) Whether permission to leave station is required (b) if yes, Address during leave period	
11.	Date of return from last leave & nature and period of that leave	

Date :

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Recommended and Signature of the Head Teacher / Teacher-in-Charge  
with Seal and date.

Remarks of Sub-Inspector of Schools

**(For use of H.D.P.S.C. only.)**

Leave Recommended / Leave not Recommended

Period of Leave : \_\_\_\_\_ days, From \_\_\_\_\_ to \_\_\_\_\_

Dealing Assistant

Section-in-Charge (Bill)

A.I. /S

CHAIRMAN / SECRETARY,  
HOOGLHY DISTRICT PRIMARY SCHOOL COUNCIL