

**Government of Punjab
Department of School Education**

To

All School Heads
In the State of Punjab
(through Website)

Memo No. RW 10/1-2019 mof (2)
Dated: 29-10-2019

1.0 At present some B.Ed trainees are undergoing teaching practice in various schools. The question is generally being asked by the trainees and the School Heads but there is no provision for any casual leaves etc and accordingly a clarification needs to be issued.

2.0 Issue was examined and discussed. It would be appropriate if one casual leave is provided to such students during one month i.e. maximum 4 casual leaves over a period of 4 teaching months.



**Secretary School Education
Punjab**