

REQUEST FOR LEAVE OF ABSENCE FROM SCHOOL DURING TERM TIME

Child's name: Teacher:

Child's name: Teacher:

I am requesting permission for my child(ren) to be absent from school for the period: to (inclusive)

Please indicate the reasons for this absence. If this is for a holiday, please indicate why this holiday could not take place in the course of the normal holiday pattern

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Please note: The Head teacher does have a discretionary power to refuse these requests. Gesher Primary School will consider every application individually; its policy is NOT to grant leave of absence for a holiday other than in the most exceptional circumstances. This request form must be completed in advance of the intended holiday.

Parents name:.....

Signed:

Date of request:

for school office use only

THIS ABSENCE REQUEST IS Authorised and logged on Arbor Not Authorised

Head teacher – Gianna Colizza

Head teacher Signature _____

Date _____