



PRINCES PRIMARY SCHOOL

APPLICATION FOR LEAVE OF ABSENCE OF CHILD

I, the undersigned, being the parent or carer of:

(Name of Child).....

Address

Request that he / she be granted leave of absence from school

From / / to / /

I understand that leave cannot be granted for holidays in term time, apart from in exceptional circumstances. I have outlined below the reason for this request for leave.

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Signature of Parent/Carer Date

Name of Parent/Carer

Parents / carers do NOT have an automatic right to leave of absence. Permission is only given at the headteacher's discretion, abiding by government legislation outlined in 2013

The application for leave is / is not approved

Headteacher Date

Pupil's current attendance%

