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APPLICATION FOR LEAVE IN EXCEPTIONAL CIRCUMSTANCES

Permission will only be granted in exceptional circumstances; i.e.:

- Parent returning for leave from the armed forces
- A close family bereavement

Please note should it subsequently be found that holiday has been taken this will result in a fixed penalty being issued.

Note that if you decide to progress with your request for absence from school each parent will be at risk of receiving a fixed penalty for each child absent for 15 sessions or more across an academic year (1 session is equal to a morning or afternoon)

Name of Child: _____

Class: _____

Name of Child: _____

Class: _____

Name of Child: _____

Class: _____

Dates:

Reason why absence is required to be taken during school time:

Signed: _____ Parent / Carer*