የተማሪዎች የፍቃድ መጠየቂያ ፎርም

The school considers that all absences from school will disrupt a child's continuity of learning. Only the Head Teacher can authorise a leave of absence. **Leave of absence will only be granted in exceptional circumstances, i.e., rare, significant, or unavoidable, which means the event could not be scheduled at another time.** With all requests for leave of absence the Head Teacher will consider the potential damage caused by the absence to a child's education. There is no general right to authorise absence, i.e., family holiday. **Parents who take their child/ren out of school without the Head Teacher's prior permission for 5 or more days will be issued with a Penalty Notice.**

Permission for leave should be requested 4 weeks in advance (as per the Attendance Policy on website).

PLEASE PROVIDE DOCUMENTATION TO SUPPORT YOUR REQUEST FOR LEAVE WITH THIS FORM.

Child: ..... Class: .....

Child: ..... Class: .....

Child: ..... Class: .....

Dates for which leave of absence is requested:

From: ..... To: ..... No. of Days: .....

Destination:.....

Please give reasons which prevent leave of absence being taken during a school holiday:

.....

.....

.....

Date Request Made: .....

Parent Name: .....

Parent Signature: .....