

APPLICATION FORM FOR CHILD'S LEAVE OF ABSENCE DURING TERM TIME

Child/children's name(s) and tutor	ial(s)		
Home Address			
	Pos	stcode:	
I wish to apply for my child to be absent from school during the following dates:-			
Date of last day at school			
Date of return to school			
Reason for absence from school:			
I make application for my child/children named above to have authorised absence from school for the reasons stated. I understand that if this is not agreed, then any absences will be treated as unauthorised and may lead to the issue of a Penalty Notice or a summons for irregular school attendance.			
Name of Parent/Carer making app	lication:		
Signed			
Date			

Head of Year to complete:		
Current attendance %		
Current achievement levels		
Signed:	(Head of Year)	

PLEASE RETURN COMPLETED APPLICATION FORM TO SCHOOL RECEPTION. YOU MUST GIVE AT LEAST 4 WEEK'S NOTICE OF INTENDED ABSENCE.

 The Suthers School | The Banks, Bingham, Nottingham NG13 8BL (temporary accommodation)

 Telephone: 01636 957690 | Email: contact@suthersschool.co.uk | Website: www.suthersschool.co.uk

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Executive Head Teacher: Ashfaq Rahman BSc(Hons), PGDip, PGCE, NPQH, NLE | Head of School: Andrew Pettit BA (Hons), PGCE

