

Ysgol Rhos Helyg
Rhosmor
Yr Wyddgrug
Sir y Fflint
CH7 6PJ



INVESTOR IN PEOPLE

Rhos Helyg CP School
Rhosmor
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APPLICATION FOR LEAVE OF ABSENCE FOR A SCHOOL PUPIL FOR AN ANNUAL FAMILY HOLIDAY

Important information for Parents/ Carers

- There is no automatic right to absence for a family holiday. Authorisation will depend on attendance record.
- Requests for leave of absence should be sent to school no less than 4 weeks prior to the start of the holiday
- This form MUST be completed by parents/carers before requests will be considered.

I wish to apply for leave of absence from school to be granted to:

Name of Child..... Class.....

Dates of proposed absence: from.....to.....

Reason for proposed absence.....

Total days requested on this occasion.....

Total days taken previously this academic year.....

Signature of Parent / Carer.....

For School Use Only

Class Teacher Consulted ? Yes / No

Previous Holiday Checked? Yes /No

Attendance % ? _____

Date: _____

Authorised ? Yes / No

_____ Headteacher