



Request for Student leave during Term Time

To: The Headteacher of Wolverley Church of England Secondary School Date

I request consideration of a grant of leave of absence from school during term time for:

My child's (full name)

For the period from (date)..... To (date).....

Amendments to the Education (Pupil Registration) (England) Regulations 2006 now state that Headteachers **may not** grant any leave of absence unless there are exceptional circumstances. There is no automatic right to any holiday in term time. There will be no appeal following the decision made by the Headteacher.

The **exceptional** circumstances and reason for this request are:

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I have another child (ren) in other schools as follows:

Child(ren) full name (s).....School attended.....

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.....

Signature of 1st Parent/Carer.....Print name.....

Signature of 2nd Parent/Carer.....Print name.....

Please return completed form to the main school reception. The school will write to you and inform you of the decision on whether the absence is authorised or not.

For Office Use only

Current Attendance Last year's Attendance.....

Number of school sessions taken as leave during term time(this Academic Year)

Agreed/Not Agreed

Signed..... Date.....

Date letter sent to Parents.....