**HARROWBARROW SCHOOL**

**APPLICATION BY PARENT/CARER FOR CHILD’S LEAVE OF ABSENCE FROM SCHOOL DURING TERM TIME**

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| **SECTION A**Child’s Name…………………………………………………………………………………… Class…………………………………………………..Child’s Name…………………………………………………………………………………… Class…………………………………………………..Proposed first day of absence from school………………………………………………..Proposed last day of absence from school………………………………………………..Total number of days absent…………………………………. |

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| **SECTION B****Reason for Request for Leave of Absence**  |

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| **SECTION C**I declare the information given on this form is correct.Signature of Parent/Carer……………………………………………………………………………………….. Date…………………………. |

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| **SECTION D FOR SCHOOL USE ONLY****Request approved / not approved****Reasons:** **Headteacher’s Signature……………………………………………………………………….. Date…………………………….** |