



# APPLICATION FOR PUPIL LEAVE OF ABSENCE

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

<b>Name of Student</b>	
<b>Form</b>	
<b>Date of Proposed Absence</b>	<b>From:</b> <b>To:</b>
<b>Reason for Absence</b>	

**Total days requested in this application**

11/11/2019

Signature of Parent/Guardian: ..... Date: .....

**SLIP TO BE RETURNED TO PARENT/GUARDIAN**

<b>Pupil name:</b>			
Previous Absence Checked	<input type="text"/>	Current Attendance %	<input type="text"/>
Coded as Unauthorised	<input type="text"/>	Coded as Authorised	<input type="text"/>
Signed: .....		Head of Phase - Lower	
		Head of Phase - Upper	