



Leave of absence form – Religious Observance

The school's Attendance Policy provides for authorised absence to be granted when a child and their family are celebrating religious festivals that fall within term time. Leave will be authorised once the completed form is returned to school.

Name of child(ren) and class(es):

Name of the festival being celebrated:

Date of leave being requested:

Intended date of child's return to school:

Signed:.....(parent/guardian) Date:

FOR SCHOOL USE ONLY:

Date request received:

Authorised absence granted: Yes/No

Signed:(Headteacher)