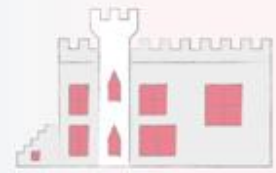




The Federation of North and South Cowton Community and Melsonby Methodist Primary Schools



Melsonby Methodist Primary School
Live Life in all its Fullness



North and South Cowton Community Primary School
Aspire, Inspire, Enquire

APPLICATION FOR PUPIL LEAVE OF ABSENCE IN EXCEPTIONAL CIRCUMSTANCES

| Name of pupil(s) | Class(es) |
|------------------|-----------|
| | |
| | |
| | |
| | |

I request permission for my child/children to be absent from school:

| Date from | Date to |
|--|---------|
| | |
| Total number of school days requested | |

Exceptional circumstances for this request: Please complete this section and explain the reason why your child/children will need to be absent from school in term time. **Please attach supporting evidence.**

| | |
|----------------------------|-------|
| Signature of parent/carer: | Date: |
| | |

FOR SCHOOL USE ONLY

| Seen by | | | Date | |
|-------------------|------------|--------------|---------------------|--|
| Decision & reason | Authorised | Unauthorised | Date Reply returned | |