

# Bishop Stopford School

faith | justice | responsibility | truth | compassion

## Leave of Absence for students to accompany parents on family holiday

The school may authorise an absence for a holiday in exceptional circumstances at the Headteacher's discretion.

Name of student: \_\_\_\_\_ Form: \_\_\_\_\_

I request permission for the above named student to accompany me on my annual holiday to:

\_\_\_\_\_

From: \_\_\_\_\_ to: \_\_\_\_\_  
(Give dates)

Number of school days absent: \_\_\_\_\_

During the current school year, I have/have not\* made such a request previously. (Delete as appropriate)

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
(Parent/Guardian)

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### Confirmation

I confirm that the above request has been granted.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

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