



WREN SPINNEY SCHOOL

Leave of Absence for pupils during term time

Name of child.....

I request permission for the above named child to be absent from school on the following days.

From..... To.....
(give dates)

Reason.....

.....

.....

.....
Signature of Parent/Guardian

.....
Date

Authorised/Unauthorised.....

.....
Headteacher

.....
Date

Since September 2013, legislation concerning term-time holidays has changed

Previously, schools were allowed to grant leave for family holidays of up to 10 days per year, and of over 10 days in 'exceptional circumstances', at the Headteacher's discretion. Now, however, Headteacher's can't grant any authorised absence during term-time, unless in exceptional circumstances - those circumstances are up to the Headteacher.