

LONDON MEED PRIMARY SCHOOL
Bravery.....Community.....Curiosity.....Resilience.....Respect

REQUEST FOR WITHDRAWAL FROM LEARNING

Government Education Regulations (Pupil Registration amendment) 1st September 2013 state that Head teachers may not grant any leave of absence during term time unless there are exceptional circumstances.

To: Miss F Dowley, Headteacher, London Meed CP School

Child's Name _____ Class _____

Dates: from _____ to _____ No of School Days _____

Please indicate from the list of exceptional circumstances below the reason for your request for withdrawal from learning:

Religious observance: parents/carers should give advance warning of absence if it is necessary for their child to take part in a day of religious observance.	
Extreme Family emergency eg. bereavement.	
Please detail here any other reason for absence:	

Please continue overleaf, or on a separate sheet, if necessary.

Signed _____ Parent/Carer Date _____

OFFICE USE ONLY:-

To: Parent/Carer of _____ Class _____

Your request is duly authorised. Your request is not authorised.

Comments line.....

Signed:-.....Head teacher Date.....