

**APPLICATION FOR STUDENT'S LEAVE OF ABSENCE  
FOR EXCEPTIONAL CIRCUMSTANCES**

Name of Student:	Mentor Group:
	Year Group:

Name of both Parent/Carers: (with Parental responsibility)

Mr	Mrs/Ms/Miss
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Address:

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**I / We wish to apply for our child to be absent from school for EXCEPTIONAL CIRCUMSTANCES.**

*The Department for Education does not consider the following circumstances to be exceptional;  
Availability of cheap holidays / Days overlapping with the beginning or end of term /  
Birthday of pupil or family member*

Dates

From:	To:	Total No of days:
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Please supply in as much detail as possible the reason for your request and why you feel it is exceptional circumstances: *Continue overleaf if required*

Please list below other students also applying for the same exceptional absence who currently attend either; Brampton Primary, Parkside Community, Spire Infants, Spire Juniors, Whitecotes Primary or William Rhodes Schools

Name of Students:	Schools:
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Signed: (by both Parent/Carers if applicable)

Date:

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**THIS FORM SHOULD BE SUBMITTED TO THE HEADTEACHER AT LEAST 2 WEEKS BEFORE THE DATE OF REQUESTED LEAVE.**