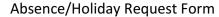
St. Julian's Primary School

I wish to take my child out of school for

(Date of first day of absence)



Child's Name:

Child's Class:

From:



days.

(Date of last day of absence)

It is the policy of the Governing Body that <u>one period</u> of <u>up to five days</u>' absence can be authorised for a holiday during school time, providing that the child's attendance at the end of the academic year is above 97%. All holiday periods will initially be recorded as an **'Unauthorised Absence'**, but will be amended to **'Authorised'** at the end of the academic year providing that an Absence/Holiday Request Form has been submitted prior to the period of absence and the child's attendance from September to July is above 97%. If no holiday form is received or if the child's attendance is below 97% at the end of the academic year, the holiday period will remain as unauthorised and the Education Welfare Service may be notified.

To:

Parent's Name:							
Reason for absen		why you are taking the	e holiday during	term time:			
For Office Use:							
Data for pupil as of: J	ULY						
Attendance (Sep - Jul)	Attendance (Sep - Jul)		Authorised Abs (Sep - Jul)		Unauthorised Abs (Sep - Jul)		
	%		%			%	
Number of Days Authorised on this occasion		ays Unauthorised on this occasion	Authorise	ed by:	Date:		
Comments/Recommenda	tions:						
Recorded on SIMS by:		on					

St. Julian's Primary School



Child's Name:



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rom:			To:			
(Date of first day of absence)			(Dat	(Date of last day of absence)		
arent's Name:						
eason for absence	50					
e reason is a holiday, pleas		aking the	holiday durin	g term time:		
e reason is a nonday, pieas	e state willy you are to	iking the	e nonday during	g term time.		
r Office Use						
r Office Use:						
r Office Use: ata for pupil as of: JU	JLY					
		rised Abs ((Sep - Jul)	Unau	thorised Abs <i>(Sep - Jul)</i>	
ata for pupil as of: JU		rised Abs ((Sep - Jul) %	Unau	thorised Abs <i>(Sep - Jul)</i>	
ata for pupil as of: JL Attendance (Sep - Jul)	Author			Unau	thorised Abs <i>(Sep - Jul)</i>	C,
Attendance (Sep - Jul) Number of Days Authorised	Author % No of Days Unauthorised				thorised Abs <i>(Sep - Jul)</i> Date:	
ata for pupil as of: JL Attendance (Sep - Jul)	Author		%			
Attendance (Sep - Jul) Number of Days Authorised	Author % No of Days Unauthorised		%			
Attendance (Sep - Jul) Attendance (Sep - Jul) Number of Days Authorised on this occasion	Author % No of Days Unauthorised this occasion		%			
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Attendance (Sep - Jul) Attendance (Sep - Jul) Number of Days Authorised on this occasion	Author % No of Days Unauthorised this occasion		%			
Attendance (Sep - Jul) Attendance (Sep - Jul) Number of Days Authorised on this occasion	Author % No of Days Unauthorised this occasion		%			
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Attendance (Sep - Jul) Attendance (Sep - Jul) Number of Days Authorised on this occasion	Author % No of Days Unauthorised this occasion	d on	%			