



## The Abbey Primary School

Winchester Road, Delapre, Northampton, NN4 8AZ  
Tel: 01604 660100 Website: [www.abbeyprimary.co.uk](http://www.abbeyprimary.co.uk)

### Request for Leave of Absence for Pupil

Please indicate your reason for requesting absence

Child's Name:		Class:
First day of absence		
Last day of absence		
Reason	Tick	Specific Details
Family Circumstances		
Medical Appointment		
Education Off Site		
Religious Observance		
Please attach a letter detailing reasons for leave of Absence		

#### School response:

This absence will be **unauthorised / authorised**.

Signed (Headteacher):

Date: