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HOLIDAYS IN TERM TIME

Absence request forms

Dear Parents and Carers,

Please can anyone that is going on holiday in term time, pick up and fill in an absence request form and hand it in to the office.

As you know we do not authorise any holidays but the request must be made. We need to know where the children are.

When you take children on holiday without telling us or not being in contact with us this can cause concerns. If we don't know where the children are they could be reported as 'missing from education' and we have a duty to share this with the Local Authority/ Educational Welfare Officers.

If you report your child as being poorly and you are on holiday this also gives cause for concern as inevitably, we find out and this is recorded. Should any future concerns arise, this will play a part in how we support with them.

The absence policy must be followed and is there to support and encourage full attendance where possible. The more we know, the more we can help if needed.

Thank you for your continued support and cooperation

Mr G Evans

Pennaeth / Headteacher



Pivotal Education
Behaviour Specialists



Welsh Network of Healthy School Schemes
National Quality Award



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IN PEOPLE**

