

Broughton Avenue
Aylesbury
Bucks
HP20 1NQ
01296 423276
office@broughton.bucks.sch.uk
Registered Charity No. 1119635



Narbeth Drive
Aylesbury
Bucks
HP20 1NX
01296 415642
office@broughtoninfant.bucks.sch.uk
Registered Charity No. 1128893

Executive Headteacher: Mr C Reed

PUPIL APPLICATION FOR LEAVE OF ABSENCE

Regulation 8 – Education (Pupil Registration) Regulations 1995

Please complete one form per family (include all siblings) and hand in to either Infant or Junior School office.

Proposed dates of absence: from to.....

I request permission from the school's governing body for my child

Name..... class

Name..... class

Name..... class

to be granted leave of absence for the above dates:

Reasons for request

.....

.....

.....

.....

Signature of parent or guardian.....Date.....

The completed form should be given to the office ONE MONTH BEFORE the proposed absence. The Governing Body will take into account your child's attendance record.

If permission is refused, any absence for the above period will be recorded at the end of the school year as an unauthorised absence,

Permission will not be granted for leave of absence immediately prior to or during assessment or exam periods.

Having access to a good education will help to give your child the best possible start in life. If your child is absent, he or she may miss essential elements of their learning.



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Current Attendance 2025-26		Current Attendance 2025-26	
Attendance percentage		Unauthorised absences	
Authorised absences to date		One month notice given?	

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This request is: Authorised Not Authorised

Mr C Reed..... Headteacher

