



## APPLICATION FOR ALL HOLIDAY ABSENCE FROM SCHOOL

Email: [contact@thornleigh.bolton.sch.uk](mailto:contact@thornleigh.bolton.sch.uk)

Students attend school for a maximum of 190 days each academic year. Full attendance is vital for your child's educational progress. The Government has amended key legislation which came into force with effect from 1st September 2013 relating specifically to the authorisation of leave during term time. This decision has been made to encourage schools to take a firmer stance on unnecessary absence and to dispel the myth held by many parents that there is an entitlement to take time off for holidays in term time. As of 1 September 2013, Headteachers **cannot authorise** any holidays during term time.

|   |  |                                |  |
|---|--|--------------------------------|--|
| <b>Surname of Child</b>                           | <input type="text"/>   | <b>First Name</b>              | <input type="text"/>   |
| <b>Date of Birth</b>                              | <input type="text"/> <input type="text"/> <input type="text"/> | <b>Form:</b>                   | <input type="text"/>   |
| <b>Surname of Parent/Guardian</b>                 | <input type="text"/>   | <b>First Name</b>              | <input type="text"/>   |
| <b>Address of Child</b>                           | <input type="text"/>   |                                | <b>Post Code</b> <input type="text"/>                          |
|   |  | <b>Telephone Number</b>        | <input type="text"/>   |
| <b>Siblings name and Primary School Attending</b> | <input type="text"/>   |                                |  |
| <b>Reason for requesting leave in school time</b> | <input type="text"/>   |                                |  |
| <b>Length of Absence (number of school days)</b>  | <input type="text"/>   | <b>Destination</b>             | <input type="text"/>   |
| <b>Date of Departure</b>                          | <input type="text"/> <input type="text"/> <input type="text"/> | <b>Date Due Back in school</b> | <input type="text"/> <input type="text"/> <input type="text"/> |
| <b>Have you made an application before?</b>       | Yes <input type="checkbox"/>                                   | No <input type="checkbox"/>    |  |
| <b>Parent/Guardian Signature</b>                  | <input type="text"/>   |                                |  |

### SCHOOL SECTION

|  |  |   |
|--|--|---|
| <b>Headteacher's signature</b>                 | <input type="text"/>   | <b>Leave authorised?</b> Yes <input type="checkbox"/> No <input type="checkbox"/> |
| <b>Number of Previous Applications Granted</b> | <input type="text"/>   | <b>Percentage Attendance</b> <input type="text"/>                                 |
| <b>Date</b>                                    | <input type="text"/> <input type="text"/> <input type="text"/> | <b>Duration of Absence</b> <input type="text"/>                                   |

Engage ↔ Enable ↔ Empower