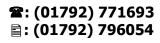
Cwm Glâs Primary School

Colwyn Avenue, Winchwen, Swansea SA1 7EN

Headteacher: Mr. P.M. Osborne B.Ed. (Hons) M.A. Ed. Deputy Headteacher: Mr. N.B. Craven B.A. Ed. (Hons)







Holiday/Absence Request Form

Sectio			pe completed by Parent/Guardian at lea uested	ast 7 days in adva	nce of the releas	e time
Holida	y dates 1	fr <mark>om</mark>	to	••••••	••••••	
			days which require authorisation 10 school days per child in any one academi			Teacher)
	Parent/Carer to complete			School to		
			Name Class	Attendance % this year so far	Holiday absences?	
	Chi	ld 1	GLAJ		us u	
	Chi	ld 2			uges no	
	Chi	ld 3	an file a		☐ yes ☐ no	
	Chi	ld 4			ues no	
			t <mark>ect</mark> ion procedures please supply the his / her absence from school and a			e
Holida	ay Addr	ess				•••
Conta	 oct Tele	nho	ne No:	·····	•••••••••••••••••••••••••••••••••••••••	



BASIC SKILLS

AGENCY'S QUALITY

MARK AWARD

2003

2006 2009

INVESTOR IN PEOPLE 2010













Date.....



Cwm Glâs Primary School

Colwyn Avenue, Winchwen, Swansea SA1 7EN

Headteacher: Mr. P.M. Osborne B.Ed. (Hons) M.A. Ed. Deputy Headteacher: Mr. N.B. Craven B.A. Ed. (Hons)



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e-≢= : Cwm.GlasPrimary@swansea-edunet.gov.uk **(♣)**: www.cwmglasprimary.ik.org



SECTION B - To be completed by School							
Number of previously requested holiday dates:							
Your request for authorisation of the above holiday period during term time:							
has been authorised							
has not been fully authorised as it exceeds the time the school may allow Of the period requesteddays will appear as 'unauthorised absences' on your child's end of year report							
 has not been authorised as: Your child(ren) already has/have more than 10% absences this year Your child(ren)'s attendance over an extended period is already unacceptably low 							
Please note that: No tests will be administered during the period requested above During the period requested above the annual Special Educational Needs Audit for the county will be taking place and we recommend that your child be present During the period requested above our annual standardised tests will be taking place and we recommend that your child be present							
A completed copy of this form will be returned to you so that you may maintain a record of your holiday requests at home.							

..... Head Teacher



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Date.....

