



# MONMOUTHSHIRE COUNTY COUNCIL DIRECTORATE FOR CHILDREN AND YOUNG PEOPLE APPLICATION FOR TERM TIME ABSENCE

**Name of pupil** .....

**Form** .....

**Proposed Date from** .....

**Date to** ..... **Total no. of school days** .....

**Reason for request:**

.....  
.....

**Signed** ..... **Parent/Guardian**

**Email address:**.....

**Date** .....

**Please see notes overleaf**

% Attendance	Progress Sustained
For office use only Permission granted/not granted by Headteacher	
Signed.....Date.....	

Always consult the school before booking travel for holidays in term time, as permission may not be granted.

Applications will be considered individually by the school, taking into account factors like the timing of the absence and the child's attendance record.

Taking a holiday during term time means that children miss important school time, both educationally and for other school activities. It will be difficult for them to catch up on work later on.

**Please complete and return form to the school reception.**