**Absent from Pre-school for Exceptional Circumstances Form**

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| **School Name:** | | | |
| **Child’s Details** | | | |
| Name: | | | |
| Date of birth: | | | |
| Address: | | | |
| Contact numbers: | | | |
| **Sibling Details of Compulsory School Age** | | | |
| Name: | | Date  Of Birth: | School: |
| Name: | | Date  Of Birth: | School: |
| Name: | | Date  Of Birth: | School: |
| **I request permission for my child to be absent from Pre-School** | | | |
| Date of First Day  Of Absence: | Date of Return  To Pre-School: | | Total of Absent  Pre-School Days: |
| Please give details below the reason for your request for absence from pre-school in term time and include any supporting information. | | | |
|  | | | |
| **Signed: Date:**  (parent/Carer)  **Full Name:** | | | |
| **Signed: Date:**  (Pre-School Manager)  **Full Name:** | | | |