

GRIMSDYKE SCHOOL



Headteacher:
Mr I Sutherland

Sylvia Avenue,
Hatch End, Pinner,
HA5 4QE

Headteacher's email: isutherland@grimsdyke.harrow.sch.uk
Office email: office@grimsdyke.harrow.sch.uk

Telephone: 020 8428 1324
Fax Number: 020 8420 1623

EXCEPTIONAL LEAVE REQUEST

PARENT SECTION

Name of child (<i>please print</i>):		Date of Birth
		Class:
Full name of parent (carer) (<i>please print</i>)		
Telephone number:	Additional emergency contact number:	
Date: First day of absence:	Date: First day back:	Total No of school days (ie excluding weekends):
Destination:	Reason for absence (pls explain the need for exception leave):	
Signature of Parent/Carer:		
Date:		

SCHOOL SECTION

Attendance record to date%	Previous holiday during term time? Yes/No
Last academic year%	Leave of absence approved? Yes/No
Headteacher's signature & comment	Date: