Poringland Primary School & Nursery

Notification of Absence from School

We understand it is not always possible, but in the first instance, please try and make appointments for your child outside of school hours.

Where it is not possible, this form should be used to notify us of medical/dental appointments, visits to High Schools etc. Please be aware, evidence of appointments may be requested.

Name of Child:		
Class Name:		
Date of Absence:	From:	To:
Time of Absence:	From:	To:

Reason for Absence:

Signature of Parent/Carer:	
Date:	