

Sixth Form Absence Request Form 2017/2018

All absences need to be approved in advance for medical/dental appointments or educational visits which have to be made in school time. Please try wherever possible to make appointments out of lesson time. Remember to also advise your teachers of your absence from their lesson as applicable.

Name: _____

Year: _____ Advisory: _____

Appointment Type: _____

(e.g. medical/hospital/dental/university visit/training)

Date of Appointment: _____

(a copy of the appointment card may be requested):

Time of appointment: _____

Time of departure from School: _____

Time of arrival back into School: _____ Not Returning to School:

Parent/Guardian Signature: _____

6th Form Office Signature (CSK/LEN/MPR): _____

Sixth Form Appointment Slip

Name: _____

Date of Appointment: _____

Time of Appointment: _____

6th Form Office Signature (CSK/LEN/MPR): _____

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