

**St Thomas á Becket Church of England Federation**

**Blackboys CE Primary School**  
School Lane  
Blackboys  
Uckfield  
East Sussex  
TN22 5LL



**Framfield CE Primary School**  
The Street  
Framfield  
Uckfield  
East Sussex  
TN22 5NR

**Withdrawal from Learning Application for Exceptional Circumstances**

**To be completed by parent/carer:**

Child's Name: ..... Tutor Group/Class .....

Date of withdrawal from learning: .....

Date of return to learning: .....

Total number of learning days missed: .....

Reason for absence:.....

.....

.....

Name of Parent/Carer:.....

Signed: .....

Date: .....

Home Address: .....

**Head teacher decision:**

Name of child: ..... Class/Year Group.....

Date decision form sent home: .....

**Authorised:** Your request has been authorised for the following dates: ...../...../..... to ...../...../.....

**Unauthorised:** Your request has been unauthorised for the following dates: ...../...../..... to ...../...../.....

**A Penalty Notice WILL / WILL NOT be requested** (delete as appropriate)

Head teacher signature .....

Date: .....

OFFICE USE ONLY:	
DATE REQUEST FOR LEAVE COMMUNICATED TO PARENT/CARER	
SENT TO THE ADDRESS OF	
VIA (EMAIL/POST) & DATE	