



St. Peter's Church of England Primary School
Church Lane, Hixon
ST18 0PS
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HOLIDAY FORM

Parents and carers are requested to complete this form to inform us of a planned absence for the purpose of a holiday. Whilst there is no legal requirement for children to attend Nursery, it is our responsibility under safeguarding procedures to know where children are and why they are not attending nursery when expected. Informing us of your planned absence means that we don't have to worry and you will not receive phone calls from us to ask why your child is not in setting.

Child's Details

Child's Name:	
Address:	
Date of Birth:	

Absence Information

Name of parent informing the setting:	
Dates of absence:	From: _____ Until: _____
Signed (Parent/Carer):	
Print Name:	
Date:	

Office Use Only

Information received on:		Register updated on:	
Is child's attendance causing concern?			