

## Sixth Form Leave of Absence Request

Student name	
Form Tutor	
Date of requested leave	
Number of days to be missed	
Reason for absence	

Impact on lessons:

Subject	Teacher's comment (if needed)	Staff initials
1.		
2.		
3.		
4.		

<b>Form Tutor's comment</b>	<b>Number of absences this year</b>
<b>Head of Sixth Form's comments</b>	<b>Initials</b>

