

# Students Taking In-Term Holiday Form



**Lathlain**  
Primary School

Student Name

Room No

_____	_____
_____	_____
_____	_____
_____	_____

Holiday Dates: From \_\_\_\_/\_\_\_\_/2018 Return to school on \_\_\_\_/\_\_\_\_/2018

Reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Holidays taken during the school term are recorded as an *Unauthorised Absence*.

Parent Name: \_\_\_\_\_ Signed: \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Principal (or Representative) \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Notes: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

OFFICE USE ONLY		
CHECKLIST	Completed by	Date Completed
Photocopy to class teacher/s		
Entered into SIS		