

# Sandling Primary School

## School Absence Form

---

If your child is absent from school you are required to contact the school as early as possible. Please would you then complete the form below and return to the school office.

First Name of Child: \_\_\_\_\_

Surname: \_\_\_\_\_

Class: \_\_\_\_\_

Year group: \_\_\_\_\_

First Date of Absence: \_\_\_\_\_

Expected Date of Return: \_\_\_\_\_

Reason for absence: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Your Name:** \_\_\_\_\_

**Your E-mail Address** \_\_\_\_\_

**Contact Telephone Number** \_\_\_\_\_