



Leave of Absence Policy

Document Control

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Document History			
Issue	Date	Purpose	Author
1	Nov 16	Adoption of LA model policy	Local Authority

Approval		
Meeting	Date	Chair
Resource Committee	15.11.16	S. Pearson

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The policy

The Wirksworth Federation of Infant Schools (the Federation) has agreed to adopt the model Local Authority (LA) Leave of Absence Policy and, where needed, will follow the approved version in use at the time.

A copy of the current policy is available, on request, from the School Business Officer.

Monitoring and review

The Headteacher monitors and reports to the Governing Body on the effectiveness of this policy on a regular basis and makes recommendations for further improvements.

This policy will be reviewed in accordance with the Federation's monitoring and review cycle. The Governing Body may, however, review the policy earlier than this in response to new regulations or if they receive recommendations on how the policy might be improved.