



27 June 2022

Dear Parent/Carers

Request for leave in Exceptional Circumstances

You are kindly reminded that holidays during term time are not permitted and children cannot be taken out of school unless there are exceptional circumstances and you must apply to me directly requesting permission for leave. Should you not do so, your child's absence will be unauthorised and you could incur a Fixed Penalty Notice (fine).

The last day of summer term is Wednesday 20 July and the start of the Autumn Term will be Monday 5 September 2022.

Yours sincerely

H. McGovern

Headteacher

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