



ST RAPHAEL'S CATHOLIC PRIMARY SCHOOL

Huddersfield Road, Millbrook
Stalybridge, SK15 3JL

Tel: 0161 338 4095
Web: www.st-raphaels.tameside.sch.uk
Twitter: @straphsRC

Executive Headteacher: Mr P. Johnson

Head of School: Mrs L. Lakner

head@st-raphaels.tameside.sch.uk

PARENTS SECTION			
Surname of Child		First Name	
DOB	Year	Class	
Full Name of Parents			
DOB of Parents			
Address of Child			
Postcode		Tel Number	
Reason for request (you may provide, if necessary, other documentation e.g letters from employer etc).			
Last day in school:		Return to school date:	
Would your child miss any national tests?		Yes/No	
Is his/her attendance above 95%?		Yes/No	
Has he/she had any other leave during term time? (if so, please provide dates and reasons)		Yes/No	
Parent's Signature:		Date:	
SCHOOL SECTION			
Absence in term time is:		Approved/Not approved	
Penalty Notice applied for:		Yes/No	
Total number of days absence			
Reason			
Date parent informed of decision:			
Head Teacher's Signature		Date	

"May God's love shine in our lives as we care and share and learn together."