



Longthorpe Lane  
 Lofthouse  
 Wakefield WF3 3PS  
 Telephone: 01924 872252  
 Fax: 01924 825 667  
 www.rodillianacademy.co.uk  
 info@rodillianacademy.co.uk

Holiday Notification       Exceptional Circumstance       Please Tick

Surname of child		First Name of child	
Date of Birth		Form	
Full Name(s) of Parent/Carer (1)  Address if different from child.		Full Name(s) of Parent/Carer (2)  Address if different from child.	
Address of child			
Postcode		Contact telephone number	
About the request	Please give an explanation for taking your child out of school in term time.		
	Would he/she miss any national tests		YES/NO
Length of absence (school days)		From (date)	To (date)
Emergency telephone contact number			
Parent / Carer's signature			

**\*Please note that no absence will be authorised except in exceptional circumstances. A Fixed Penalty notice for holidays taken in term time will be issued by the Local Authority.\***