



# Wentworth

## Primary School

Headteacher: Mr L. Pollock BA, (Hons) NPQSL  
Deputy Headteacher: Miss E Cooper Bsc, PGCE

### APPLICATION FOR LEAVE OF ABSENCE FROM SCHOOL

It is necessary for the approval of the School Governors to be obtained for a child's absence from school **before leave of absence commences**.

The parent or guardian is requested to complete this form and forward it, **four weeks** before the proposed period of absence, to the Headteacher.

- Each application will be considered individually. The school does not operate a 'blanket approval' policy for requests.
- Leave will not be authorised during the time when national testing is being undertaken or at the beginning of the new academic year in September.
- It is the parents' responsibility to ensure that they have received notification in writing of their request from the office.

Please [click here](#) or scan on the QR code below to request any leave of absence.



Wentworth Drive, Dartford, Kent DA1 3NG Tel: 01322 225694/220451  
Email: [Headteacher@wentworthonline.co.uk](mailto:Headteacher@wentworthonline.co.uk)  
Website [www.wentworthonline.co.uk](http://www.wentworthonline.co.uk)



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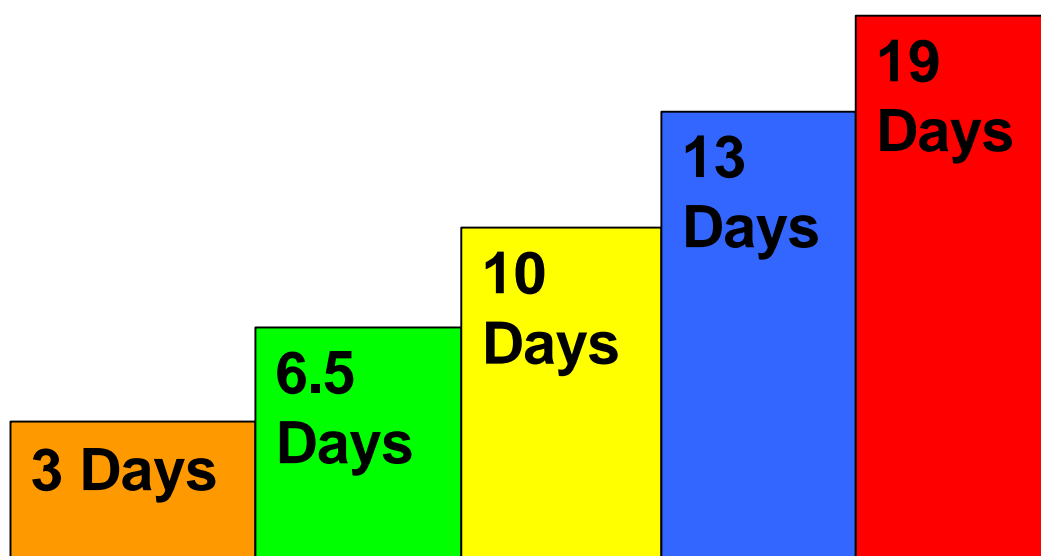
## Attendance & Behaviour Service

### Days off School add up to lost learning

175 NON SCHOOL DAYS A YEAR		175 days to spend on family time, visits, holidays, shopping, household jobs and other appointments			
190 Days at school	10 days absence	19 days absence	29 days absence <i>Half a term missed</i>		
	180 Days at school	171 Days at school	161 Days at school	38 days absence	47 days absence
				152 Days at school	143 Days at school
100%	95%	90%	85%	80%	75%
<b>GOOD!</b> Best chance of success Gets your child a flying start		<b>WORRYING</b> Less chance of success Makes it harder to progress		<b>SERIOUS CONCERN</b> Not fair on your child Court Action	

### Being late adds up to a loss of learning

- If you are 5 minutes late every day that adds up to over 3 days lost each year.
- 15 minutes late is the same as being absent for 2 weeks a year.



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5 Minutes

10 Minutes

15 Minutes

20 Minutes

30 Minutes



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