



## Return to School Form

**Your child was absent for 3 days or more – medical evidence is required**

**Please attach or bring in medical evidence and provide a reason for your child's absence**

My Child \_\_\_\_\_ Class \_\_\_\_\_

was absent from school on \_\_\_\_\_

\_\_\_\_\_ (Please insert date/s)

Due to:

(Please provide the reason your child was absent from school- Please note; unwell, ill, illness or poorly are not valid reasons)

**Should medical evidence not be provided, we may decide not to authorise this absence.**

I understand that my child's attendance is extremely important in order for them to benefit from a full education. I understand my parental duty to limit absence to cases of genuine illness.

Parent name: \_\_\_\_\_

Parent signature: \_\_\_\_\_

Date: \_\_\_\_\_

***Please hand this form to the school office. The Senior Leader responsible for attendance has the right to decide if the reasons provided are valid and can therefore be marked as authorised.***

**OFFICE USE ONLY:**

Authorised:

Unauthorised:

SLT Member:

Date:

Salisbury Manor Primary  
4 Burnside Avenue  
Chingford  
London  
E4 8YJ

T: 0208 527 7433

E:

[info@salisburymanorprimary.org.uk](mailto:info@salisburymanorprimary.org.uk)

**Head of School: Mr D Booth**

Salisbury Manor Primary is part of United Learning. United Learning comprises: UCST (Registered in England No: 2780748. Charity No. 1016538) and ULT (Registered in England No. 4439859. An Exempt Charity). Companies limited by guarantee. VAT number 834 8515 12.

Registered address: United Learning, Fairline House, Nene Valley Business Park, Oundle, Northamptonshire, PE8 4HN