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| **St Mary Redcliffe Sixth Form Centre****Absence in Advance Form** |



Please fill this form in and return to Megan at 6th Form Reception.

You must email your teachers with details of your absence.

|  |  |  |
| --- | --- | --- |
| Name | Tutor group | Proposed dates of absence: |

|  |  |
| --- | --- |
| **Reason** | **Please give full details** |
| Exam |  |
| School Visit |  |
| HE Open day |  |
| Interview |  |
| Family Holiday |  |
| Medical Appointment |  |
| Other (Please State) |  |

|  |  |  |
| --- | --- | --- |
| **Period** | **Subject Missed** | **Teacher Signature** |
| P1 |  |  |
| P2 |  |  |
| P3 |  |  |
| P4 |  |  |
| P5 |  |  |

**We require a copy of the confirmation of booking for any appointment: medical, university visit etc to authorise the appointment.**

**You can email a copy or screenshot to** **6thform@smrt.bristol.sch.uk** **or show the booking confirmation to 6th Form Reception. Thank you.**