



Examples of exceptional circumstances:

- When a family needs to spend time together because of an immediate family members bereavement, crisis or serious illness.
- Funeral of an immediate family member
- Religious observance
- Transport was not provided by the LA when it should have been
- Children of service personnel about to go on deployment (request would need to be accompanied by a letter from the Commanding Officer)
- **One day** of absence could be authorised for a wedding of an immediate family member (an invitation would need to be provided as evidence)
- One off sporting events /performing arts competitions, if the child is participating and is at county standard or above (a letter from the organisers would be needed as evidence)
- **One day** of absence could be authorised for an immediate family members graduation ceremony / passing out parade
- Medical appointments where it is not possible for the appointment to be arranged out of school hours (evidence must be provided).

Examples of when an absence would **not** be authorised:

- To care for other family members
- Birthdays
- To interpret for other family members
- No school uniform / shoes
- Bullying
- Friendship problems
- Head lice
- Family holiday
- Weddings abroad
- Family anniversaries
- Death of a pet
- Travel problems
- School refusal