Much Marcle C E Primary School Much Marcle, Ledbury, Herefordshire HR8 2LY Tel: 01531 660607

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Dear Parents	Dear Parents
We are required by the Education Authority to keep a record of pupil absences.	We are required by the Education Authority to keep a record of pupil absences.
Could you please indicate below the reason for your child's absence from school.	Could you please indicate below the reason for your child's absence from school.
NAME:	NAME:
CLASS:	CLASS:
Date of Absence:	Date of Absence:
Reason	Reason
Medical Appointment/Doctor/Dentist/Hospital	Medical Appointment/Doctor/Dentist/Hospital
Illness	Illness
Other Reason (Please state)	Other Reason (Please state)
Signed: Parent/Guardian	Signed: Parent/Guardian