

Information about the pupil

The pupil's name	
School	Class

Desired permitted leave of absence

From	Until
------	-------

The reasons for the absence/requested leave

--

The school's policy with regard to pupil's permitted leaves of absence

The school assumes that holiday trips will take place during the school holidays.

Extract from the Swedish Education Act, Chapter 7

Pupils may be granted a short-term personal leave of absence for special circumstances.

The principal of the school makes decisions on any permitted leave of absence for longer than 10 days. For periods of up to 10 days, the principal may authorise someone else to make decisions on leave. According to the Swedish Education Act, a decision on leave must be based on an overall assessment of the pupil's situation. The assessment must take into consideration the length of the absence, the pupil's study situation, the possibilities of compensating for the lost teaching in various ways, the urgency of the leave for the pupil and whether the pupil is fulfilling his/her compulsory schooling or participating in education without being required to attend school. Situations where the provision could be relevant include certain journeys, family celebrations, or religious holidays.

Signatures

Date	Parent/legal guardian	Contact telephone number (daytime)
Date	Parent/legal guardian	Contact telephone number (daytime)

Number of days of non-attendance at school to date in the current school year (excluding the above)

		Date of the decision
Recommendation	Decision	
<input type="checkbox"/> Supported	<input type="checkbox"/> Approved	
<input type="checkbox"/> Opposed	<input type="checkbox"/> Not approved	
Mentor/team	School principal of the (or person with delegated authority)	
		Name in block letters

The form is to be sent/given to the class teacher/mentor