

TIBSHELF COMMUNITY SCHOOL



Headteacher: Mike Pollard MA, PhD
Deputy Headteacher: Martin Lloyd BA
Deputy Headteacher: Pete Kenworthy BA

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 📠 01773 873900

Request to leave school premises at lunch times

If you would like your son/daughter to leave the school site for lunch times then please complete all sections below. They will only be able to leave the school site once this has been authorised by Tibshelf Community School and it will be reviewed at regular intervals. They must go to the address stated below, and if found that they aren't then school have the right to revoke their lunch time pass in order to ensure their safety. Your son/daughter must leave the school site at 1.10pm and not return until 1.50pm.

Pupil Name	
Pupil Year and Form	
Address where pupil will be going to	
Contact Name of where the pupil will be going to	
Contact Phone Number of where the pupil will be going to	
Date starting	
Parent/Carer Name	
Signed by Parent/Carer	
Date	

School use only:

Date form received	
Name of staff administering the pass	
Date pass given	

