

# Collection of Pupils

## A

Date:	Registration group:
.....	.....
Club:	.....
Pupils absent from school:	.....
.....	.....
Signed:	Position:
.....	.....
Name (print):	Date:
.....	.....

## B

Date:	Name of pupil:
.....	.....
was sent home at	am/pm today
.....	.....
and will not be attending your	club today.
.....	.....
Signed:	Position:
.....	.....
Name (print):	Date:
.....	.....

## C

Date:	Name of pupil:
.....	.....
will not be attending	.....
club on (date)	because
.....	.....
Signed:	Parent/Guardian:
.....	.....
Name (print):	Date:
.....	.....

A This form is to inform staff about pupils who are absent from school.

B This form is to inform staff that a pupil has been sent home during the school session, and will not be attending the study support club.

C This form is to give out to parents so that they can inform the study support club when their child is unable to attend.