

APPLICATION FORM FOR EXEMPTION FROM THE REQUIREMENTS OF COMPULSORY SCHOOL ATTENDANCE DUE TO SIGNIFICANT CIRCUMSTANCES.

- *The form below refers to ‘additional leave’, instead of the legal description above.*
- *If the application concerns more than 10 school days, the School Attendance Officer of the Municipality of Amstelveen is entitled to make decisions. This form will then be sent by the School Principal/team leader to the municipality.*

To be filled in by the applicant:

To the School Principal/team leader. The undersigned,

name: _____

address: _____

postcode + city: _____

telephone number: _____

requesting additional leave for:

<u>Surname:</u>	<u>Name:</u>	<u>Born in:</u>	<u>Group/class:</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The request refers to the period from _____ to _____
being _____ school days in total.

Applications for leave may be made only by the person who has custody of a child and who on those days has taken charge of the actual care of the child.

Reason of the application:

Medical necessity / reasons.
Attach a doctor/specialist’s statement explaining the medical necessity leading to the additional leave.

Designated holiday period by the employer
To this end, you must attach a statement from the employer explaining the specific nature of the profession and the reason why the related work prevents and/or entails business risks by taking a minimum of two consecutive weeks’ holiday during the predetermined school holidays.

I also certify that the additional leave requested now is the only family holiday of the school year.

Other reason, being: _____

Attach documents that demonstrate the need for the additional leave requested.

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In order to be able to make a uniform decision about this application, also please fill in the following:

Surname:	Name brother/sister:	Date of birth:	School:
_____	_____	_____	_____
_____	_____	_____	_____

REGULATIONS FOR ADDITIONAL LEAVE OUTSIDE SCHOOL HOLIDAYS HAVE ALREADY BEEN ISSUED

I am familiar with the above (legal) regulations. I also declare I have filled in this form truthfully.

(city) _____ (date) _____

(signature parent/guardian) _____

To be filled in by the School Principal/team leader of the school:

The requested leave is / is not supported by me.

the application does / does not meet the terms described under the guidelines.

other reason, being:

(city) _____ (date) _____

(signature Principal/team leader) _____

Annex: REGULATIONS FOR ADDITIONAL LEAVE OUTSIDE SCHOOL HOLIDAYS

Leave other than holidays

Article 11 of the Compulsory Education Act describes the grounds for additional leave. Article 11, Paragraph g, states that a child shall be granted additional leave due to significant circumstances if the reasons are beyond the control of the pupil or parents.

Examples of significant circumstances are:

- Compliance with a legal obligation, if this *really* cannot take place outside school hours (duration in consultation with the Principal/team leader of the school);
- Moving house (a maximum of one day);
- Attendance at the marriage of relatives by blood or marriage to the 3rd degree (a maximum of two days in the Netherlands, a maximum of five days abroad);
- Serious life-threatening illness with no prospect of recovery for a (by blood) relative up to the 3rd degree (duration in consultation with the Principal/team leader of the school);
- Death of a (by blood) relative (in the Netherlands in the 1st degree, a maximum of 5 days, in the 2nd degree, a maximum of 2 days, in the 3rd and 4th degree, a maximum of one day. Abroad in the 1st to 4th degree a maximum of five days);
- 25, 40- and 50-years of service and the 12 ½ , 25-, 40-, 50- and 60-year wedding anniversary of parents/guardians of grandparents (a maximum of one day).
- Other calamities in the opinion of the Principal/team leader that are considered important reasons, but no holiday leave.

1 st degree	parent, child;
2 nd degree	grandparent, brother, sister, grandchild;
3 rd degree	great-grandparent, uncle, aunt, nephew/niece, great-grandchild;
4 th degree	great-great-grandfather, great-uncle /-aunt, cousin (child of brother/sister parent), second cousin.

In the following cases, no additional leave will be granted:

- Family visits (abroad) outside school holidays;
- Anniversary years;
- Cheap flight tickets outside school holidays;
- Because the tickets have already been bought or because there are no more tickets during school holidays;
- Distribution of holiday periods;
- Early departure or later return;
- Travelling together/driving in a convoy;
- Leave for a child, because other children (from the family) are already or still have school leave.

Points of attention:

the Principal/team leader of the school is obliged to inform the School Attendance Officer of any suspected unlawful school absenteeism (even if there are doubts about an illness notification). A report will be drawn up against any parent(s)/guardian(s) who keep their child(ren) out of school without permission;

If the Principal/team leader violates the Compulsory Education Act, for example by not reporting suspected unlawful school absenteeism, the Education Inspectorate may impose an administrative fine (this may amount to many thousands of euros);

According to Article 225 of the Penal Code, a person who makes a false statement or falsifies a statement that is to serve as proof of any act may be punished with 6 years imprisonment or a fine of the fifth category.

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The completed form must be submitted to the Principal/team leader of the school at least 8 weeks in advance.

Late applications will not be considered.

The School Attendance Officer shall inform the applicant of the decision.

The applicant may lodge an objection to the decision at the (residential) municipality.

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