To,

Avenue Primary Academy

Belmont, Sutton.

From,

Arun Kumar Srinivasan

33 Duncan Road, Burgh Heath, Tadworth, Surrey

KT20 6DR

18 June 2018

Dear Headteacher,

This is regarding our son, Adhvik Arun Kumar, in year 1 (Bumblebee) studying in the Avenue primary academy. We are blessed with a baby boy last December and it is time for his sacred ceremony in our temple in Chennai, India where we invite friends and family to perform religious rites as per our culture.

This is, as we realise, critical timing for Adhvik, as we know how important it is for him to be there on the final weeks of Year 1. It is a difficult time to leave school and I know, permission is only given in exceptional circumstances for absences from school during the academic term.

However, I'm writing to request your permission as it is a auspicious ceremony for our family and once in a lifetime opportunity for Adhvik, to see his brother in the religious ceremony and will perform fraternal customaries as per our belief.

We are anticipating to leave UK by 7th July, so Adhvik would miss only ten days (9th July to 20th July) of school and as you can see from his attendance, we always treat his education of paramount importance. I request you to kindly grant him the permission for this absence.

Looking forward to hear from you. Kindly contact me, Arun Kumar (Dad), on 07917445165 or 07776339577, or email me at [arunsk12@gmail.com](mailto:arunsk12@gmail.com).

Appreciate your time. Thanks.

Regards,

Arun Kumar Srinivasan and Pavithra Vijayakumar

(Parents of Adhvik Arun Kumar)