**Boarding Request Form**

Boarding must be booked in minimum 1 day prior to your child’s stay. However, if the unexpected occurs last minute, we will do our best to accommodate for your child. On completion of this form please return to the main school office to be authorised.

Today’s date:……………....………………………………………………………………..

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| **Pupil Details** | | | | |
| Pupils Name: |  | | | |
| Pupils Form: |  | | | |
| **Parent/Carer Details** | | | | |
| Parent/Carer’s Full name: |  | | | |
| Emergency Contact Details: |  | | | |
| **Boarding Request** | | | | |
| Dates Requested: | From: |  | To: |  |
| Signed: |  | | | |
| Printed Name: |  | | | |
| Date: |  | | | |

*To be completed by Riddlesworth Hall School Administration*

|  |  |
| --- | --- |
| **Administration** | |
| Authorised by: |  |
| Position: |  |
| Date: |  |