

Request to Withdraw Child from School – Home Education (Scotland)

Dear [Headteacher's Name] and [Local Authority Education Department],

I am writing to formally request consent to withdraw my child, [Child's Full Name], date of birth [DD/MM/YYYY], from [School Name], in order to provide education at home.

This request is made in accordance with Section 35 of the Education (Scotland) Act 1980, which places a duty on parents to ensure that their child receives an efficient education suitable to their age, ability, and aptitude, either by attendance at school or otherwise.

I understand that, in Scotland, consent from the Local Authority is required before a child who is registered at a public school can be removed from the school roll for the purposes of home education. I therefore formally request written consent to proceed.

I am willing to engage reasonably with the Local Authority to provide information demonstrating that suitable education will be provided. Please advise on the next steps in the process and any information you require to consider this request.

I would be grateful if you could acknowledge receipt of this letter and confirm the anticipated timescale for a decision.

Yours sincerely,

[Your Full Name]

[Address]

[Contact Telephone Number]

[Email Address]