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# Notice of withdrawal from school to undertake elective home education (EHE)

For queries relating to home education the Elective Home Education team can be contacted on 01582 548041 or by email [electivehomeeducation@luton.gov.uk](mailto:electivehomeeducation@luton.gov.uk).

Please note that parents/carers can access further advice from the council’s Access to Education team to try and resolve any concerns with an existing school prior to electing to home educate. The Access to Education team can be contacted by email: [accesstoeducation@luton.gov.uk](mailto:accesstoeducation@luton.gov.uk)

**If you are opting to elective home educate your child please complete part one of this form and email a copy to your child’s school for completion of part 2. Once complete, the school will send a copy by email to** [electivehomeeducation@luton.gov.uk](mailto:electivehomeeducation@luton.gov.uk).

Child’s details   
(Please complete a separate form for each child and return to your child’s current school)   
  
First name(s): Click or tap here to enter text.

Last name: Click or tap here to enter text.

Gender: Male Female

Address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Date of birth: Click or tap here to enter text.

School Year: Click or tap here to enter text.

# Ethnicity

WBRI white British WIRI white Irish WIRT Traveller of Irish heritage

WOTH Any other white background WROM Gypsy/Roma  
  
MWBC white and Black Caribbean MWBA white and Black African MWAS white and Asian

MOTH Any other mixed background AIND Indian APKN Pakistani  
  
ABAN Bangladeshi AOTH Any other Asian background BCRB Black Caribbean  
  
BAFR Black African BOTH any other black background CHNE Chinese   
  
 OOTH any other ethnic group REFU refused NOBT information not yet obtained

# Details of parent (s)/carer(s)

## Parent/carer 1

Name: Click or tap here to enter text.

Relationship to child: Click or tap here to enter text.

Address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Contact telephone number: Click or tap here to enter text.

Email: Click or tap here to enter text.

Parental responsibility: Yes No

## Parent/carer 2

Name: Click or tap here to enter text.

Relationship to child: Click or tap here to enter text.

Address: Click or tap here to enter text.

Postcode: Click or tap here to enter text.

Contact telephone number: Click or tap here to enter text.

Email: Click or tap here to enter text.

Parental responsibility: Yes No

# Reasons for EHE

Please select the main reason for removing your child from school and opting for EHE (please select one only)

Did not get school preference:  Difficulty in accessing a school place:

Dissatisfaction with the school - bullying:  Click to enter reason

Dissatisfaction with school – general:  Click to enter reason

Dissatisfaction with the school - SEND:  Click to enter reason

Health concerns relating to COVID-19:  Lifestyle choice:  Mental health:

Permanent exclusion:  Philosophical or preferential reasons:

Physical health:  Religious reasons:  Risk of school exclusion:

Suggestion/pressure from the school:  Parent/guardian did not give a reason:

Unknown: Check box

Other (please state): Click to enter ‘other’ reason

# School / Academy details

School name:Click or tap here to enter text.

Local authority:Click or tap here to enter text.

Address:Click or tap here to enter text.

Phone number: Click or tap here to enter text.

Head teacher name:Click or tap here to enter text.

I/we have decided to withdraw our son/daughter (details provided above) from the school named above and to educate them at home in accordance with Section 7 of the Education Act 1996.

Please remove my child from the school register as from Click or tap to enter a date as required under 9(1) (C) Section 434 of the Education Act 1996 and inform the local authority accordingly.

I understand that I am responsible for providing my child with full time education, suitable to their age, ability, aptitude and any special educational needs they may have.

**Signed (parent/carer 1):** Click or tap here to enter text.

**Date:** Click or tap to enter a date.

**Signed (parent/carer 2):** Click or tap here to enter text.

**Date:** Click or tap to enter a date.

# Part 2 – to be completed by the school

**This form will advise the local authority Elective Home Education officer of a child being educated at home.**

I am informing you that the parent/carer of the above named pupil have decided to withdraw them from the school and educate them at home in accordance with Section 7 of the Education Act 1996.

I have removed them from the school register as from Click or tap to enter a date as required under 9 (1) (C) Section 434 of the Education Act 1996.

**Signed (head teacher):** Click or tap here to enter text.

**Date:** Click or tap to enter a date.

Within 10 days of withdrawal this completed form should be sent to us.

By email: [electivehomeeducation@luton.gov.uk](mailto:electivehomeeducation@luton.gov.uk)

By post: Elective Home Education team  
Luton Council  
Town Hall  
George Street  
Luton  
LU1 2BQ

**Information storage and information sharing**Luton Council is committed to protecting your privacy when you use our services. We’ll make sure we hold records about you (on paper and electronically) in a secure way, and we’ll only make them available to those who have a right to see them.

If you want to know more about how the council keeps your data safe please see our [main privacy statement](https://www.luton.gov.uk/privacy-cookies/privacy-notice/Pages/default.aspx) .