

NOTIFICATION OF ARMED FORCES PARENTAL ABSENCE FROM HOME

Informing your child's school of any upcoming deployments or periods of separation due to the serving parent's work commitments can help ensure your child receives the right support at the right time, should they need it. Please complete this form and return it to your child's school. See the second page for supporting guidance.

1. Personal Information

Child's Name:

School:

Class:

2. About the Absence From Home

Reason for absence: ☐ Deployment ☐ Training ☐ Other:

Which parent is away? Start month:

Length:

Will your child have any contact with their parent during the time away? If yes, please specify how.
(e.g. video calls, phone calls, letters, etc.)

Can we personalise your child's support by referring to where their parent will be?

Only provide a generic location if appropriate to do so and if it reflects the security considerations of where you will be going.

3. About Your Child

Is this your child's first time experiencing a parental absence due to deployment or training?:

☐ Yes ☐ No

(Optional) Please describe any previous experiences and effective support strategies, or let us know what might help if this is their first time. If more space is needed, please attach an additional page.

Would you like the school to be aware of any specific emotional, social, or education support your child may need during this time? ☐ Yes ☐ No

(Optional) If yes, please provide further details:

Parent/Carer's Name and Signature: Date:

ADDITIONAL GUIDANCE FOR PARENTS

Here's some additional information to help you understand how this information will be used confidentially and why it's important.

Why Informing the School Helps

By letting your child's school know about any upcoming deployments or training absences, the school can offer support tailored to your child's needs. Changes in routine can sometimes cause anxiety or impact their learning and wellbeing, and knowing about the absence in advance allows the school to:

- Provide emotional and academic support where needed.
- Help your child understand more about where their parent is, which can create a positive learning opportunity.
- Coordinate with welfare teams to ensure families can access additional support if required.

Deployment vs. Training

It's helpful for the school to know if the absence is due to a deployment or training, as there are specific support services that may only be available to families during deployments. Schools can help connect you to these services, so sharing this information ensures you're aware of all available resources.

Sharing Location Information

We understand that security constraints and sensitivities may prevent you from disclosing the location of a serving parent. However, if sharing the location is appropriate, this can help the school create learning opportunities and activities that connect your child to their parent's location. For example, the school might explore interesting facts about the relevant country or region, fostering a sense of connection for your child with their parent.

First-Time Absences

If this is your child's first experience of a parental absence, it's especially important to let the school know. The school can then offer additional reassurance and support to help them through this new experience. Every child reacts differently, and the more the school knows, the better they can provide the right care.

Support Available

By filling out this form, you're helping the school understand how they can support your child during this time. You can request updates on your child's progress or speak to staff if you have any concerns about how they're coping. If you're unsure what wider support might be available, please feel free to contact your child's school.

For more information about wider support available, please visit the 'Armed Forces Families' section on Moray Council's website. Here you'll find key points of contact for Moray Council, RAF Lossiemouth, 39 Engineer Regiment at Kinloss Barracks, alongside a support guide for deployment activities at home.

