



13th March, 2017

2017 STUDENT ATTENDANCE

STUDENT REQUEST FOR ABSENCE DURING THE SCHOOL TERM

(e.g Family Holiday)

An Application for LEAVE - 1-4 DAYS

Attending school is a legal requirement. If you consider that it is in your child's best interests to apply for "LEAVE"(eg. Family Trip) for between 1–4 days, you must apply in writing to the Principal, using the template on our website (which is also attached to this email) **PRIOR TO COMMENCING YOUR LEAVE.** (Please see attached template).

- Please send a written request in for each child using the template attached or on our website www.stangelaschill.catholic.edu.au
- Please send to school via email (stangelas@parra.catholic.edu.au) or send via your child's class teacher marked:

"APPLICATION FOR LEAVE 1 – 4 DAYS"

- Unless notified, your requested leave for between 1 and 4 days will be approved.