



14th February 2018

2018 STUDENT ATTENDANCE

STUDENT REQUEST FOR ABSENCE DURING THE SCHOOL TERM

(e.g Family Holiday)

An Application for Extended Leave – Travel

(5 or more days)

(5 – 100 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 5 – 100 days, you must submit an Application for Extended Leave Form (A1) **PRIOR TO COMMENCING YOUR LEAVE.** (Please see attached template on our website www.stangelaschill.catholic.edu.au).

- Please send in an application form (A1) for each child.
- Please send to school via email (stangelas@parra.catholic.edu.au) or send via your child's class teacher marked:

"APPLICATION FOR EXTENDED LEAVE"

- If approved a "Certificate for Extended Leave" (C1) will be forwarded to you. If not approved, a 'Letter of Decline' will be returned to you.