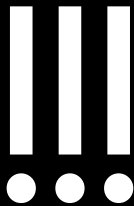


# if your child is away for holidays

for more than 10 school days



Removing your child from school for extended periods is not encouraged.

If your child needs to be away from school for the purpose of family holidays – travel (within Australia or overseas) you will need to contact the School and complete the **Applications for Extended Leave – Travel (Form A)**.

The principal of the school has the authority to either grant or deny the period of leave that is being requested.

The application for Extended Leave – Travel, must be made

**before the period of leave.**

Parents who do not apply for the extended leave, inform the school after the leave or have undertaken the leave once it has been denied will see the absence of their child recorded as Unexplained / not legitimate and this will appear as same on the child's school report and their record of attendance.

Extended Leave – Travel, once granted, will appear on the school report and record of attendance as Leave – explained. You will also receive a Certificate of Leave from the school once the leave is granted.

Contact the school for further details