

ST FRANCIS CATHOLIC COLLEGE EDMONDSON PARK

A Diocesan College in the Edmund Rice Tradition

info@sfccdown.catholic.edu.au • Phone: 02 4645 3400

APPLICATION FOR FORESEEABLE ABSENCE *Senior Years Learning*

Student Surname:	Student First Name:	Pastoral Class:
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Date of Leave Applied For:	From	/	/	To:	/	/	No. of school days:
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Please provide details about the reason for the application:
(Attach any relevant documentation to this application)

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Assessment Schedule Check - Please refer to the Year 9, 10, 11 or 12 Learning Handbook

Does this period of leave coincide with a Formal Assessment Task for the student?

Please circle: **YES** or **NO**

If YES, please complete the section below:

Course	Assessment Task	Due/Set Date

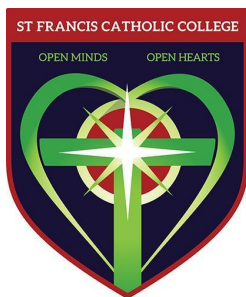
Parent/carer Declaration

As the parent/carer of the student, I hereby apply for leave from attendance at the College

I understand that if assessment work is missed during my child's period of absence, it is the responsibility of my child to see the relevant KLA Coordinator/s and organise alternative arrangements, before this document is given to the Leader of Curriculum.

Name: _____ Signature: _____





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OPEN MINDS OPEN HEARTS

It is the student's responsibility to see the relevant KLA Coordinator/s and organise alternative arrangements. Record these in the table below before returning the completed document to the Leader of Curriculum.

Formal Assessment Task/Classwork Alternative Arrangements:				
Course	Assessment Task/Classwork	Original Due/Set Date	Alternative Arrangement	KLA Leader Signature

College Principal		
Application for Foreseeable Absence: <i>Please circle</i>		
Approved		Denied
Leave is denied on the following grounds:		
.....		
.....		
Principal's Signature:		Date:

