



STUDENT APPLICATION FOR LEAVE FOR TRAVEL OR EXEMPTION FROM ATTENDANCE POLICY

Introduction and Purpose

The College recognises the need and requirement for all students to be at school during term time as it is bound by current legislative requirements around Leave from school and Exemptions from Attendance. From 2015, under changes to the legislation, **any family holiday taken during term time will be counted as absence** unless there are exceptional unavoidable circumstances as defined by the criteria below:

- Funeral of a close family member e.g. grandparent, parent, sibling
- Religious ceremony such as rites of initiation or wedding of an immediate family member e.g. grandparent, parent, sibling
- Travel associated with elite sport, State or Federal representation, or extension programs

Additionally,

consult the Col I MUM F D AMH C DMJI 4 M JJMD JM NDMJ H FD
travel arrangements.

Parents who do not work with the College according to the details contained in this policy may
have unapproved leave recorded as unjustified by the College I H C DMJI JI JD
enrolment at the College in question. If Leave/Exemption has not been granted, and a student
misses an Assessment Task, a mark of zero will be recorded.

When processing the application for leave request, the following will be taken into consideration-
C P I J M I I M M DP N JA J I D BI JI MD I
assessments, behaviour record, co-