

Student Travel Form

It is advisable that students miss no more than four weeks of school in total. Missing more than four weeks may have a negative impact on their progress at school. Please take this into consideration before making your decision travel and discuss extended travel plans with the Principal. The school must be notified at least one month in advance of the intended travel so that work can be set for the student to complete while away. Parents need to complete this form before student's absence.

Student Full Name:		Year Level:	Student ID:
Student Full Name:		Year Level:	Student ID:
Student Full Name:		Year Level:	Student ID:
Student Full Name:		Year Level:	Student ID:
REASON FOR ABSENCE:			
Parent/guardian name:			
rent/guardian signature:		Date:	
PERIOD OF ABSENCE:			
From:	to		(inclusive)
Number of school days absent in total:		(more than 20 school days is not advised)	
BUS STUDENT(S): YES ☐ NO ☐			
Office Use Only:			
Date of Submission:			