Name of Child: _______________________________________________________________ Class: ___________

Date of Absence(s): _____________________________________________________________________________

Reason for being away: ☐ Sickness ☐ Family reasons ☐ Other (please contact the school)

Details: ________________________________________________________________________________________

Parent signature: ______________________________________________________________Date: ______________

EXAMPLES OF LEAVE:
Sickness: • Asthma • Broken bone • Cold • Fever • Flu • Injury • Rash • Stomach ache • Vomiting • Other — I will ring the school
Family Reasons: • Arrival or departure of immediate family from overseas • Attending a funeral • Moving residence • Serious family incident • Other — I will ring the school
Other: • Attending a religious ceremony • Family holiday • Unforseen events (e.g. flood, fire etc.) • Other — I will ring the school