

EPPING BOYS HIGH SCHOOL

213 Vimiera Road, EASTWOOD, NSW 2122

Ph.: 9869 2701 Fax: 9868 1198 Email: eppingboy-h.school@det.nsw.edu.au

Principal: Jessica Schadel



Years 11 and 12

Collection of school work and assessment tasks when applying for Extended Leave from school

The student is to contact all his teachers **prior** to leave being approved to:

1. **Collect** any school work which is to be completed whilst on leave;
2. **Collect** assessment task advice for any tasks which may be missed or run within two weeks of returning to school. Illness / Misadventure forms must still be submitted; and
3. **Notify** the Sports Coordinator and/or co-curricular coordinators of intended leave.

The leave will not be approved until this form is completed. This will be scanned and attached to the students SENTRAL record. A hard copy will be placed in the student's enrolment file.

Surname: _____ **Given Name:** _____ **Roll Class:** _____

First day of leave: _____ **Last day of leave:** _____

Total number of school days on leave: _____

Nature of leave: _____

Copy of request of leave attached.

Subject	Assessment Task or School Work	Due Date	Teacher Name	Teacher Signature
English				
Line 2				
Line 3				
Line 4				
Line 5				
Line 6				
Offline				
Sport:				
Co-curricula:				

OFFICE: Copy to Admin/Student File Copy on SENTRAL Upload Illness/Misadventure

Year Adviser

Deputy Principal

Upon completion, this form MUST be returned to the Administration Office for processing.