EPPING BOYS HIGH SCHOOL

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Years 7 and 8

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; 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 student's SENTRAL record.

Surname:	Given Name:	Roll Class:

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

Total number of school days on leave: ____

Subject	Assessment Task or School Work	Due Date	Teacher Name	Teacher Signature
Drama				
English				
Geography / History				
Languages				
Mathematics				
Music				
PDHPE				
Science				
Technology				
Sport:				
Co-curricula:				
OFFICE:	□ Copy on SENTRAL □ Copy on SchoolBytes	3		

Year Adviser

Deputy Principal

RETURN THIS FORM TO THE ADMINISTRATION OFFICE TWO WEEKS BEFORE LEAVE BEGINS