



PART B: PARENT DETAILS

Family name: _____ **Given Name:** _____

Telephone number: _____ **Relationship to student:** _____

As the parent and applicant, I hereby apply for a *Certificate of Extended Leave-Vacation/ Travel* and understand my child will be granted a period of extended leave upon acceptance by the Principal of the reason provided.

I understand that if the application is accepted:

- I am responsible for his/her supervision during the period of extended leave
- The provided period of extended leave is limited to the period indicated
- The provided period of extended leave is subject to the conditions listed on the *Certificate of Extended Leave – Vacation/ Travel*
- The period of extended leave will count towards my child's absences from school

I declare the information provided in this application is to the best of my knowledge and belief; accurate and complete. I recognise that should statements in this application later prove to be false or misleading any decision made as a result of this application may be reversed. I further recognise that a failure to comply with any condition set out in the *Application for Extended Leave- Vacation/ Travel* may result in the provided period of extended leave being cancelled.

Signature of parent/s:

Date:

____ / ____ / ____



Application for Extended Leave – Vacation/ Travel 2019

NOTE: PART A is to be completed by the student's parent and returned to the Student Services Officer at studentservices@krb.nsw.edu.au

PART A: STUDENT DETAILS

Please complete table below with details of all students associated with the period of travel:

FAMILY NAME	GIVEN NAME	DOB	YEAR GROUP

School name: Kincoppal – Rose Bay School of the Sacred Heart

Dates of extended leave applied for: From: / / to / /

Number of school days: _____

Reason for travel:

I have attached the relevant travel documentation such as an e-ticket or itinerary (in the case of non-flight bound travel within Australia only).

An Academic Plan detailing how my child will keep up with their school work is also attached.