

Student Extended Leave Form

By requesting leave for your child during term time, you understand and accept the following:

- **Absence Classification:** In accordance with the Ministry of Education guidelines, this absence will be recorded as **notified but unjustified**. It will be marked as an **unauthorised absence** for attendance records and government reporting purposes.
- **No Work Provided:** Teachers will **not provide learning materials or set work** for students on holiday during term time. While some general suggestions for independent learning may be shared, it is not possible to replicate classroom teaching, discussions, and learning experiences remotely.
- **Impact on Learning:** Assessments, classwork, and other important learning opportunities may be missed during this time. The school cannot guarantee the opportunity to catch up on missed assessments or work, which may affect the child's progress and achievement.

By signing below, we acknowledge our understanding of these conditions and the potential impact on our child's education.

Student Name	Room Number

Reason for absence from school

Leave Dates:		
From:	To:	Total Number of Days

Parent/Guardian Name:	
Best contact number	
Best email contact	

Signed Parent:		Date:	
Signed Principal:		Date:	

