



Student Absentee Form

Name of Student: Class:

My child was absent from to
or

My child will be absent From - First day away from School

To - First day back at School

Total number of days: Reason for Absence:

If travelling overseas please supply the following details

Destination Country/ies

Transiting countries / airports

Please note that absences or days of leave / holidays for primary children (including Extended Day Children) requires the approval of the Principal prior to leave being taken. (Legal requirement)

Leave approval sought prior to leave Y/N Signature of Principal

or

Leave approval sought after leave Y/N Signature of Principal

Name of parents:

Signature:Date:

This note must be handed to the office

Please phone the office (9973 1422) or email (info@bms.nsw.edu.au) prior to school commencing if your child will be away on any given day unless prior arrangements have been made.