



KESSER TORAH COLLEGE

ABN 27 003 164 092

68 Blake Street, Dover Heights NSW 2030 | P: (02) 9301 1111 | F: (02) 9301 1199 | E: reception@ktc.nsw.edu.au

APPLICATION FOR EXEMPTION FROM ATTENDANCE AT SCHOOL

PART A

To be completed by Parent **4 weeks in advance**

Date submitted: ____ / ____ / 20 __ __

STUDENT DETAILS		
Surname:		First Name:
Year / Class:		
Address:		
From:	____ / ____ / ____	To: ____ / ____ / ____
		No. days:

PARENT / CARER DETAILS	
Surname:	First Name:
Email:	
Address:	
Phone:	Relationship:
Reason for exemption: (please tick)	<input type="checkbox"/> Exceptional domestic circumstances <input type="checkbox"/> Other exceptional circumstance <input type="checkbox"/> Direction under Section 32D of the <i>Public Health Act 1991</i> <input type="checkbox"/> Employment in entertainment industry / participation in elite sporting event for short periods of time i.e. 1-2 days and at short notice.
If Other: (details)	

Note: Where the reason for application for exemption includes long-term travel arrangements of greater than 20 school days, copies of travel documentation should be included with the application.

Approved	Acknowledged but Not Approved
Approved Leave: Permission to be absent from school	While certain applications are noted, the reasons for leave do not meet the criteria for approval as cited in the <i>Education Act 1990</i>
Student attains "zero" for non-completion of assessment tasks not done or handed in by the due date.	

Note: Students should obtain home-work from teachers **before** their absence to minimize 'catch-up'.
Other than in exceptional circumstances, it is the student's responsibility to ensure s/he catches up on all work missed.

Application for Exemption from Attendance at School

Declaration

As the parent / carer of the abovementioned student, I hereby apply for a Certificate of Exemption from Attendance at School, under the *Education Act 1990*. I understand that if the exemption is granted:

- I am responsible for his / her supervision during the period of exemption
- The exemption is limited to the period indicated
- The exemption is subject to the conditions listed on the Certificate of Exemption
- The exemption may be cancelled at any time.

I declare the information provided in this application for a Certificate of Exemption 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 exemption may result in the exemption being revoked.

Applicant Signature: _____ **Date:** ____ / ____ / ____

Privacy Statement

The information you provide will be used to process the Student's Application for an Exemption to attend school. It will only be disclosed for the following purposes:

- General student administration relating to the education and welfare of the student;
- Communication with students and parents;
- To ensure the health, safety and welfare of students, staff and visitors to the school;
- State and national reporting purposes;
- For any purpose required by law.

The information will be stored securely. You may access or correct any information by contacting the relevant school secretary (High School or Primary). If you have any concerns about the way your personal information has been collected, used or disclosed, please contact the school.

PART B

School use only

General Studies:	Date: ____ / ____ / 20__
Jewish Studies:	Date: ____ / ____ / 20__
Recommendation:	<input type="checkbox"/> APPROVED <input type="checkbox"/> ACKNOWLEDGED BUT NOT APPROVED
Comment:	

College Principal: _____ **Date:** ____ / ____ / 20__

	PRIMARY	SECONDARY	COLLEGE PRINCIPAL
General Studies	Noelene Bellingham	Michele Hanwell-Short	Roy Steinman
Jewish Studies	Rabbi Milecki	Rabbi Chaiton	

Office use only:

Parent
 Teachers
 Reception
 School Secretary (Original / Edumate)
 By: _____ Date: _____

Code for Secretary entry:
 A
 S
 L
 E
 M
 F
 B
 H