

Application for Extended Leave (L) Travel

Form A1 Application Form

To be completed by parent/caregiver for leave of 10 or more days for the purpose of travel within Australia and/or overseas

Student Details									
Family Name	Give	Given Name			DOB		Age	Grade	
Address:									
Pos						Pos	tcode:		
						•			
School Details									
School name: Sch						Sch	ool Telephone No.		
		_							
Application for E	xtended L	eave – Trave	el 				1		
Dates leave applied for:	From:		То:				Total number of school days:		
Reason for travel:									
Relevant travel do itinerary (in the ca to this application.	se of non-f	n such as an e light bound tr	eTicke avel w	t (in rithin	the case Austral	e of fl ia onl	ight bound t y) must be a	ravel) or attached	
		ent leave an	nlicat	ione	(for the	<u> </u>	Yes	No	
Are there any prior or current leave applications (for the current year's application, this is inclusive of recent approved applications for travel during the previous year)?						(If yes, provide details below)			
Dates of prior/current leave applied for From:				То:			No. of school days:		
Is copy of prior/current Certificate of Extended Leave attached?						ed?	Yes	No	

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Parent/Caregiver Details (applicant)							
Family name:		Given name(s):					
Address:							
			Postcode:				
Contact Tel:	Rela	Relationship to student:					

Declaration and Signature

As the parent/caregiver and applicant for the above mentioned student, I hereby apply for a *Certificate of Extended Leave – Travel* and understand my child/children 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 the supervision of the student during the period of extended leave
- the accepted period of extended leave is limited to the period indicated
- the accepted period of extended leave is subject to the conditions listed on the Certificate of Extended Leave – Travel
- the period of extended leave will count towards my child's/children's absences from school.

I declare that the information provided in this application for a *Certificate of Extended Leave – Travel* 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 may result in the exemption being revoked.

Signature of parent/s Date

Privacy Statement

The information provided will be used to process the student's Application for an Extended Leave – Travel during the period indicated. 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 other purpose required by law.

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

Once you have completed and signed this application, please return this form to the school principal

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