Application for Extended Leave (L) – Travel (Leave between 10 and 100 days)
This part is to be completed by the parent or caregiver of the student/s for leave of more than 10 days for the purpose of travel within Australia and/or overseas.

<table>
<thead>
<tr>
<th>School Name:</th>
<th>St Bernadette’s School</th>
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<tbody>
<tr>
<td>Suburb:</td>
<td>Castle Hill</td>
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**Student/s Details**

<table>
<thead>
<tr>
<th>Family Name</th>
<th>Given Name</th>
<th>Date of Birth</th>
<th>Age</th>
<th>Class</th>
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**Student/s Address**

<table>
<thead>
<tr>
<th>Street No. and Name:</th>
<th>Suburb:</th>
<th>Postcode:</th>
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**Details of Extended Leave**

<table>
<thead>
<tr>
<th>Start Date of Leave</th>
<th>End Date of Leave</th>
<th>Total No. of School Days</th>
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**Reason for Travel**

Relevant travel documentation such as an eTicket (in the case of flight bound travel) or itinerary (in the case of non-flight bound travel within Australia only) must be attached to this application.
Details of Prior Approved Extended Leave - Travel

Are there any current or previous applications for extended leave during this current school year? (Please tick)

Yes ☐ No ☐

If yes, please provide details of previous extended leave below.

<table>
<thead>
<tr>
<th>Previous Leave Start Date</th>
<th>Previous Leave End Date</th>
<th>No. of School Days</th>
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Parent/Caregiver Details

<table>
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<tr>
<th>Family Name</th>
<th>Given Name</th>
<th>Relationship to Student/s</th>
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<tr>
<th>Street No. and Name:</th>
<th>Postcode:</th>
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<tr>
<th>Suburb:</th>
<th>Phone No:</th>
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As the parent/caregiver and the applicant for the above mentioned student/s, I hereby apply for a Certificate of Extended Leave – Travel and understand that my child/children will be granted a period of extended leave upon acceptance by the Principal for the reason provided.

I understand that, if the application is accepted:

○ I am responsible for the supervision of the student/s 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
○ 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 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 provided period of extended leave being cancelled.

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<tr>
<th>Signature of Parent/Caregiver</th>
<th>Date</th>
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Privacy Statement

The information provided will be used to process the student’s Application for 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/caregivers
○ 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

Once you have completed and signed this application, please return to the school Principal.