



CALOUNDRA STATE HIGH SCHOOL

NOTIFICATION OF PLANNED ABSENCE YEARS 7 – 12

ATTENDANCE AND ABSENCE

Parents and caregivers have a legal responsibility to ensure their children attend school on every school day unless there is a reasonable excuse e.g.

- Illness
- an authorised school or school sporting event
- Other reasonable absences authorised by the Principal

(s 176 Education (General Provisions) Act 2006 (QLD) (Education Act).

If you are planning for your child/ren to be absent, for reasons other than those listed above please complete the form below and submit to the administration office attention the Attendance Officer.

If your child/ren are going to be absent for more than 10 school days an Exemption from Compulsory Schooling or Compulsory Participation must be sought by completing an Application for Exemption Form and submitting to the school office attention the Attendance Officer.

Students who are absent without authorisation from the Principal are ineligible for academic consideration. Students may receive academic penalty for any exams or assessment missed due to unauthorised absence. For Years 11 and 12, this may result in forfeit of a semester unit and ATAR eligibility.

Please use these links for information about [Compulsory Schooling and Compulsory Participation](#), [Exemption from Compulsory Schooling and Participation](#), [Illness and Misadventure](#)

This section to be completed by a Parent/Guardian

Date: ___ / ___ / ___

Student Name: _____ Roll Class: _____

First day of absence: ___ / ___ / ___

Last day of absence: ___ / ___ / ___

Return to school date: ___ / ___ / ___

Absence Reason

- | | |
|--|----------------|
| <input type="checkbox"/> Holiday | Details: _____ |
| <input type="checkbox"/> Unauthorised sporting Event | Details: _____ |
| <input type="checkbox"/> Family Reasons | Details: _____ |
| <input type="checkbox"/> Other | Details: _____ |

Comments:

Parent/Guardian Signature: _____ Phone: _____
