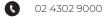


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# **Application for Exemption from Attendance at School**

Parents are encouraged to apply for an exemption at least 14 days prior to expected absence.

Upon completion of Part A & Part B if applicable submit to office administration for the Principals consideration.

Administration will respond within 3 days of receiving application.

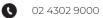
- If leave is granted a Certificate of Exemption will be issued
- If leave is not granted parents are notified via email with explanation. Parents may appeal directly via email to the Principal who will respond within 2 days to the appeal after further investigation

# To be completed by the Student's parents

Part A: Student Details		
Family name: Given name(s):		
Age: Date of Birth: (dd) / (mth) / (year)		
Student Registration Number (SRN):		
Student Address:		
Postcode:		
School Name: Central Coast Sports College		
Dates of Exemption applied for:/ to/		
Number of School Days:		
Reason for Application for Exemption: Please tick: ✓		
Exceptional circumstances		
Employment in entertainment industry		
Participation in elite sporting event including for short periods of time ie: for one or two days, and at short notices		
Participation in elite arts program		



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Please provide more detail about the reason for the application for exemption here:				
DETAILS OF PRIOR/CURRENT EXEMPTIONS (if applicable)				
Date of prior/current Exemption from:/ to/				
Number of School Days:				
Copy of Certificate of Exemption attached: (please tick one box)  Yes   No   No				
PARENT DETAILS				
Family name: Given name(s):				
Address:				
Postcode:				
Telephone Number: Relationship to Student:				
As the parent of the above mentioned student, I hereby apply for a Certificate of Exemption from				
Attendance at School, under the <i>Education Act 1990</i> . I understand that i the exemption is				
granted:				
<ul> <li>I am responsible for his/her supervision during the period of exemption</li> </ul>				
The exemption is limited to the period indicated				
<ul> <li>The exemption is subject to the conditions listed on the Certificate of Exemption</li> </ul>				
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.				
Signature of Applicant/s:				
Date:/				



	info@ccsc.nsw.edu.au
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### **PRIVACY STATEMENT**

Our school is subject to the Privacy and Personal Information Protection Act 1998. The information that you provide will be used to process your child's Application for an Exemption from the requirement to enrol at and/or attend school. It will only be used or 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 purposes required by law

The information will be stored securely. You may access or correct any personal information by contacting the school. If you have a concern or complaint about the way your personal information has been collected, or disclosed, you should contact the school.

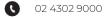
# Part B: Participation in Accredited Elite Arts, Elite Sports or Entertainment Industry

# Name of accredited elite arts, elite sports program or entertainment performance: A Dates of Exemption applied for: \_\_\_/ \_\_ / \_\_ to \_\_\_/ \_\_ (if block) Number of School Days: \_\_\_\_\_\_ B Individual dates applied for: \_\_\_\_\_\_ C Hours of Exemption (if partial exemption eg: 9am - 11:30am): \_\_\_\_\_\_ From \_\_\_/ \_\_ / \_\_ to \_\_\_/ \_\_\_ REASON FOR APPLICATION FOR EXEMPTION (Please attach and tick ✓) □ Training for elite sport □ Elite sport event or tour □ Elite arts program Please provide more detail about the reason for the Application for Exemption here:

Note: A schedule of participation, training or tour itinerary from the arts body or sporting body (eg: Australian Institute of Sport) must be attached with contact names & numbers



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**Part C: Principal's Recommendation:** (in the case of employment in the entertainment industry or participation in elite arts or elite sports 50 days and over)

To be completed by the Principal (if the Principal elects to set tuition requirements as a condition of absence from school)

The tutor ha	as cons	ulted the sc	hool in the	e planning	and develo	pment of t	his studer	nt's educational
program:		Yes		No				
COMMENT:								
not apply)								ete which does
		udent)						
For the peri	od:	_//_	_ to/_	/				
Principal's N	lame (þ	olease print	):		_			
Telephone N	Numbe	er:						
Signature of	f Princi	pal:						
Date: /	/							



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# **Part D: Investigating Officer Recommendation** \*To be completed if parents appeal

# To be completed where further investigation has been necessary. Investigating officer for Principal approval will be a Stage Coordinator

### RECOMMENDATION

Following consideration of this application I am satisfied that conditions exist / do not exist (delet which does not apply) that make it necessary and / or desirable for (name of student) to be exempt from attendance / enrolment at school.	
I recommend that a Certificate of Exemption be (please tick $\checkmark$ ) $\ \square$ Granted $\ \square$ Declined	
1. Specific reasons for recommendation <b>not to grant</b> a Certificate of Exemption:	
2. Suggested conditions applying to recommendation <b>to grant</b> a Certificate of Exemption:	
Investigating Officer Name:	
Position:	
Signature: Date: / /	



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# Part E: Principal's Recommendation: \* After appeal

# To be completed by the Principal:

- For exemption from enrolment not covered under the 'Completion of Education in Special Circumstances (apprenticeships / traineeships)'
- Where the exemption from attendance period requested exceeds 50 school days

I reco	emmend that this application from attendance at school is (please tick $\checkmark$ )
	Granted
	Declined
Pleas	e provide more detail here (if required):
Princ	ipal's Name (please print):
Telep	hone Number:
Signa	ature of Principal:
Date:	//

Note: Please complete the Certificate of Exemption from Attendance at School if exemption is granted (Refer to Appendix 3.5)