Dear Parents/Caregivers

Re: Late Arrival/Early Departure Arrangements for Stage 1 Students

Students would have received by now a copy of their Semester 1 timetable and school diary. We ask that you familiarise yourself with these and ensure that you understand the Senior Campus requirements and procedures.

On the Senior Campus, students will have unscheduled lessons on their timetables. This time is for study and school related purposes. Although Tuesday and Thursday afternoons appear as unscheduled lesson time, students are required to attend any scheduled class, year level or whole campus activities during these times.

- From week 2 students may apply for Home Study if they have any unscheduled lessons in the morning or after lunch.
- This will be granted once they have successfully completed the Induction Day programme covered on Thursday 30th January.

Any student granted approval for late arrival must be on time for their first scheduled lesson and must be on the campus by 10.30am on Monday, Wednesday and Friday and by 9.40am on Tuesday and Thursday. Students must swipe out if leaving after lunch on Monday, Wednesday or Friday.

We look forward to working with you to ensure your student achieves their personal best and encourage you to contact us at any time if you need further information or clarification.

Yours sincerely

Kerryn Harvey
Deputy Principal
Senior Campus Head

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Stage 1 Late Arrival/Early Departure Permission Slip

Student Name: ____________________________________________________________ PLG

I have received and sighted (Student name) ____________________________________ timetable for Semester 1 and I DO / DO NOT give my consent for them to access late arrival and early departure privileges for Home Study as detailed in this letter.

Parent/Caregiver Signature: ___________________________________________ Date: ____________

Learning Community Leader Signature: _________________________________ Date: ____________