



Form B1

Application for Exemption from Attendance at School

General

Part A *(to be completed by parent/caregiver)*

School Details

Name/Suburb

Tel No

Student Details

Family name

Given name(s)

Address

Postcode

Date of Birth

Age

Student No

Application for Exemption

Dates of exemption applied for from _____ to _____ No of school days _____

Reason for Application for Exemption *(please tick relevant box)*

- Exceptional domestic circumstances
- Other exceptional circumstances
- Employment in entertainment industry/participation in elite sporting event for short periods of time
(ie. for one or two days and at short notice)

Please provide details about the reason for the Application for Exemption

Note Where the reason for Application for Exemption includes travel arrangements of more than twenty (20) school days, copies of travel documentation should be attached to this Application.

Are there any prior or current exemptions? No Yes *Please provide details below*

Dates of prior/current exemption from _____ to _____ No. of school days _____

Is copy of prior/current Certificate of Exemption attached? Yes No

cont'd

Parent / Caregiver Details

Family name

Given name(s)

Address

Postcode

Contact Tel

Relationship to student

Declaration / Signature

As the parent/caregiver of the above mentioned student, I hereby apply for a Certificate of Exemption from Attendance at School, under the *Education Act 1990*.

I understand that, if the exemption is granted

- I am responsible for the supervision of the student during the Period of Exemption;
- the exemption is limited to the period indicated;
- the exemption is subject to the conditions listed on the Certificate of Exemption;
- the exemption may be cancelled at any time.

I declare that 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 Date

Once you have completed and signed Part A please return this form to the school principal.

Privacy Statement

The information provided will be used to process the student's Application for an Exemption from the requirement to enrol at and/or attend school. 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

Part B

Principal's Decision and Signature

Application for Exemption of 100 days or less

Granted Complete Form B6 (*Certificate of Exemption from Attendance at School*)

Declined Details

Name of Principal

Contact Tel

Signature Date

Principal's Recommendation and Signature

If Application is for Exemption of 101 days or more the principal makes a recommendation and forwards it to the Catholic Schools Office.

Granted

Declined Details

Name of Principal

Contact Tel

Signature Date

Investigating Officer's Recommendation and Signature

Application for Exemption of 101 days or more

Granted

Declined Details

Name of Officer

Contact Tel

Signature Date

Minister's Decision (to be completed and signed by the Delegate)

Application for Exemption of 101 days or more

Granted Complete Form B6 (*Certificate of Exemption from Attendance at School*)

Declined Details

Name of Delegate

Position

Signature Date

Principal completes Certificate of Exemption from Attendance at School (FormB6) only if the period is for 100 days or less. Where it is 100 days or less the Principal completes, issues and files the B6 without reference to the CSO or the Minister. 101 days or more must be 'recommended' only and sent to the CSO.