Application for Exemption from Attendance at School
To be completed by the student’s parents

Student Details

Family name: ___________________ Given name(s): ______________________

Age: _____ Date of birth: ____ (dd) / ____ (mm) / ____ (year)

Address: ________________________________________________________________

Postcode: __________

School name: ___________________________________________________________

Date of exemption applied for: _____ / _____ / ______ to: _____ / _____ / ______

Number of school days: ______

Reason for application for exemption:

Please tick: √

- Exceptional domestic circumstances
- Other Exceptional Circumstance
- Direction under Section 42D of the Public Health Act 1991
- Employment in entertainment industry/participation in elite sporting event for short periods of time i.e. for one or two days, and at short notice

Please provide more detail about the reason for the application for exemption here:

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

NOTE: Where the reason for application for exemption includes long term travel arrangements of more than 20 school days, copies of travel documentation should be included with the application.
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 □

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 Education Act 1990. I understand that if the exemption is granted:

- I am responsible for his/her supervision 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 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: ____ / ____ / ______
To be completed by the principal of the school where the exemption period requested exceeds 100 school days and forwarded to the delegate responsible for approval

Prior to forwarding this application for exemption from attendance at school to the delegate responsible for issuing the Certificate of Exemption (See page 4, Guidelines for Exemption from School), the principal should complete the following advice for the delegate.

I recommend that this application from attendance at school is (Please tick one box ☑):

- Granted ☑
- Not granted ☐

Please provide more detail here (if required):
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________
______________________________________________________________________

Principal’s name (please print): __________________________
Telephone number: __________
Signature of principal: __________________________
Date: _____ / _____ / _____

Note: Please complete the Certificate of Exemption from Attendance at School if exemption is granted.
Certificate for Exemption from Attendance at School under Section 25 of the Education Act 1990

STUDENT DETAILS

Family name: ___________________ Given name(s): _____________________

Date of birth: ____ (dd) / ____ (mm) / ____ (year)

Address: __________________________________________ Postcode: _______

Telephone Number: ____________________________

School name: _______________________________ School's telephone number:_______

Date of exemption from: ____ / ____ / ____ to: ____ / ____ / ____ No of Days: __________

Reason for the exemption:

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

____________________________________________________________

Conditions of the exemption (note: for a part day exemption the hours of program participation must be specified, including the plan to have the student attend school full time).

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____________________________________________________________

It has been explained to the parent of the above mentioned student that they are responsible for his/her supervision during the period of exemption. The parent understands that this exemption is limited to the period indicated, acknowledges that the exemption is subject to the conditions listed and that the exemption may be cancelled at any time.

Name and position of delegate: ____________________________________________

Signature of delegate: ______________________ Date: ____/____/_______

This certificate has been issued without alteration and must be produced when requested by police or other authorised attendance officers.