



# FREMANTLE LANGUAGE DEVELOPMENT CENTRE

## Request to Grant Leave Form

To the Principal

I request that you grant leave for my child:

Student Name:	Year:	Class:
---------------	-------	--------

From (start date):	To (end date):	Total of (day/s):
--------------------	----------------	-------------------

For the following reasons: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Fremantle LDC and the Department of Education value regular attendance. The school provides specialised programs, staff and resources to ensure students have the best opportunities to reach their full potential. These programs also build the foundational skills that set our students up for success in later years of schooling. Each day a student misses can place them behind and may impact their educational outcomes, particularly in oral language, literacy and numeracy.

I understand that this leave will be recorded as an unauthorised absence, in line with Department of Education policy.

I understand that my child's teachers are not obligated to provide homework during their absence or "catch-up work" upon their return. I acknowledge that taking this leave is my decision and that I am aware of the impact it may have on my child's learning within the specialised program at Fremantle LDC.

Yours faithfully

Name: \_\_\_\_\_

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Relationship to child: \_\_\_\_\_

Contact Telephone: \_\_\_\_\_

### Office Use Only

Approved:

Date: