



APPLICATION FOR LEAVE

Please COMPLETE FULLY and deliver to Mr Ritchie by 9:00pm on Thursday if you want leave on the weekend. Ensure that your parent/guardian and your host have emailed or texted your Housemaster before 9.00pm on Thursday, so that your leave can be approved.

I, _____ (Mobile: _____),
am applying for the following leave:

Weekend Leave (leave Friday afternoon, back before bed check Sunday night or by 8.00am Monday morning)

Double Sunday Leave (leave Saturday, usually after sporting commitments, back before bed check Sunday night)

Yr 12 Social Leave (leave Saturday afternoon or early evening, back before bed check Saturday night for Seniors at 10.00pm)

Sunday Leave (leave Sunday, back before bed check Sunday night)

Overnight Leave (leave overnight with parent/relative during the school week, back before 8.00am next day)

on the following **date(s)**: _____

I will leave the School at _____ **(time)** on _____ **(day)**

by **car/bus/taxi/foot/other** and return at _____ **(time)** on

_____ **(day)** by **car/bus/taxi/foot/other**.

Host's Name: _____

Host's Relation to You: _____

Host's Address: _____

Host's Telephone Number: _____

HOUSEMASTER'S USE ONLY

Leave Approved

Leave Not Approved

Signature

Date