



ST TERESA'S COLLEGE

– ABERGOWRIE –

Leave Application

RESIDENTIAL OFFICE: 3819 ABERGOWRIE ROAD, ABERGOWRIE 4850 QLD | Phone: (07) 4780 8335 | Fax: (07) 4777 4721

STUDENT'S NAME: _____ DATE: _____

LEAVE REQUESTED BY: _____

	DATE	TIME	TRAVEL MODE: <i>Greyhound/Private/ABSTUDY</i>
DEPARTURE:			
ARRIVAL:			

REASON FOR LEAVE:

- | | | |
|--|---|--|
| <input type="checkbox"/> WEEKEND LEAVE | <input type="checkbox"/> EXTENDED LEAVE | <input type="checkbox"/> COMPASSIONATE LEAVE |
| <input type="checkbox"/> REP SPORT LEAVE | <input type="checkbox"/> FAMILY LEAVE | <input type="checkbox"/> OTHER _____ |

WHO AND WHERE WILL THE STUDENT BE STAYING:

NAME: _____ RELATIONSHIP TO STUDENT: _____

PHONE: _____

ADDRESS: _____

I, _____ PARENT/GUARDIAN HAVE CONTACTED THE HOST FAMILY (IF APPLICABLE) AND THEY HAVE AGREED TO HOST MY SON ON THE ABOVE DATE(S) AND I UNDERSTAND THAT STUDENTS ON LEAVE ARE OUTSIDE THE DUTY OF CARE OF THE COLLEGE.

SIGNED: _____

THIS FORM MUST BE RETURNED IN FULL BY THE WEDNESDAY PRIOR TO WEEKEND OF LEAVE. PLEASE NOTE THIS IS AN APPLICATION ONLY AND DOES NOT GUARANTEE APPROVAL. STUDENTS WILL NOT BE PERMITTED TO TRAVEL OUT OF THE COLLEGE UNLESS LEAVE HAS BEEN APPROVED BY THE HEAD OF BOARDING. **ALL DESTINATIONS FOR LEAVE MUST BE ORGANISED BY FAMILIES AT A COST TO THEM – NO CHARGES TO THE COLLEGE.**

TO ARRANGE TRAVEL
BETWEEN INGHAM AND THE
COLLEGE PLEASE CONTACT:



HELLO WORLD
Ph: (07) 4776 5677



INGHAM TRAVEL
Ph: (07) 4776 5666

APPROVED BY HEAD OF BOARDING

SIGN OUT

SIGN IN

- | | | |
|--|--|--|
| <input type="checkbox"/> LEAVE FORM COMPLETED | <input type="checkbox"/> HOST FAMILY CONTACTED | <input type="checkbox"/> UPDATED IN LEAVE FOLDER |
| <input type="checkbox"/> AUTHORISATION CHECKED | <input type="checkbox"/> TRAVEL CONFIRMED | <input type="checkbox"/> FILED |