



Email: [Esperance.ResCol@education.wa.edu.au](mailto:Esperance.ResCol@education.wa.edu.au)

WEEKEND  OVERNIGHT  DAY LEAVE  LEAVERS WEEKEND

STUDENTS NAME: \_\_\_\_\_

**DEPARTURE DETAILS**

Departure Day \_\_\_\_\_ Date \_\_\_\_\_ Departure Time \_\_\_\_\_

With who  PARENTS  BUS (Football / School / Chartered)  TRANSWA  
(Departure time above)

\_\_\_\_\_

ADD "Other Person" to permanent travel list

Going Where  HOME  OTHER - Where \_\_\_\_\_

**PLEASE READ CAREFULLY**

- 1) Notification of leave by FAX, PHONE or EMAIL is needed at all times.  
(w/end catering and planning purposes) A Leave application form is required on all occasions (unless the parent attends in person)
- 2) Students must be signed out by an adult named on the Travel list (unless taking a bus as arranged by the parent).
- 3) Only parents or guardians (or nominated career's) can complete this form.
- 4) Students departing in school time, the parents must inform the school directly.
- 5) Start of term and Closed Weekend return time is after 3:00 pm.
- 6) No leave during study time.

**RETURN DETAILS**

Return Day: \_\_\_\_\_ Date: \_\_\_\_\_ Return Time: \_\_\_\_\_

With who  PARENTS  BUS or TRAIN (Transperth)  TRANSWA – PLEASE PICK UP

OTHER PERSON - Who \_\_\_\_\_

I give permission for my child to take leave from the college as per the leave arrangements stated above.

Parents / Guardians name: \_\_\_\_\_

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