



## DAY LEAVE REQUEST

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Please excuse \_\_\_\_\_ of \_\_\_\_R\_\_\_\_ from classes at \_\_\_\_\_: \_\_\_\_\_ am/pm today to attend a \_\_\_\_\_ appointment.

He/She will / will not be returning to school following this appointment. \_\_\_\_\_

has / does not have any assessment tasks during this time.

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

Mob: \_\_\_\_\_ or Email: \_\_\_\_\_

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