

Application to access School Grounds while on suspension

To be completed by the student's Parents/Guardians

This form must be submitted as soon as practically possible prior to the scheduled assessment task.

Dear Parents

Please complete this form if you are wanting to request permission for your child to access the College to complete a scheduled Assessment task while on Suspension. This form needs to be submitted as soon as practically possible prior to the scheduled assessment task.

Student name	
Reason for suspension	
Length of suspension	
Course and Assessment requested to complete	

As the parent of the above-mentioned student, I hereby apply for permission for my child to access the College grounds whilst on suspension to complete a scheduled assessment task.

I understand that if permission is granted:

- A time will be arranged for my child to complete the task.
- My child will need to be dropped off and collected from the administration building at the requested time.
- No access to the College ground will be allowed.
- My child will need to be in formal Kinross College uniform while completing the assessment.

Signature of applicant/s: _____ Date: ____ / ____ / ____

Approval given: Y / N

If N – Reason:

If Y - time scheduled for student to sit assessment in office:

Principal: _____ Date: ____ / ____ / ____