



## ASSESSMENT ABSENCE FORM YEARS 7 – 9

Please fill in the required information below for students who have not completed assessment. Once the Assessment Absence Form has been submitted and approved, students will be allowed to receive academic credit for completed Assessment. Failure to submit the Assessment Absence Form will mean that students will not receive a rating for their assessment.

(Tick as appropriate)

<b>Student Name</b>		<b>Medical</b>	
<b>Class Code</b>		<b>Illness</b>	
<b>Subject</b>		<b>Family Circumstances</b>	
<b>Teacher Name</b>		<b>Bereavement</b>	
<b>Head of Department (see list below)</b>		<b>Other</b>	

Please provide supporting details as necessary:

Email the appropriate Head of Department with the completed Assessment Absence Form and signed by a Parent/Guardian

### Head of Department Contact Details

<b>NB:</b>	The Arts	Ms Hearn	<a href="mailto:ehear3@eq.edu.au">ehear3@eq.edu.au</a>
	Business	Ms Corsbie	<a href="mailto:jxcor3@eq.edu.au">jxcor3@eq.edu.au</a>
	Junior English	Ms Smith	<a href="mailto:esmit438@eq.edu.au">esmit438@eq.edu.au</a>
	Home Economics	Mr Evans	<a href="mailto:revan130@eq.edu.au">revan130@eq.edu.au</a>
	Health & Physical Education	Mr Thompson	<a href="mailto:cthom476@eq.edu.au">cthom476@eq.edu.au</a>
	Humanities	Mr Farr-Wharton	<a href="mailto:afarr76@eq.edu.au">afarr76@eq.edu.au</a>
	Industrial Design & Technology	Mr Evans	<a href="mailto:revan130@eq.edu.au">revan130@eq.edu.au</a>
	Information Technology	Mr Monsour	<a href="mailto:pmons1@eq.edu.au">pmons1@eq.edu.au</a>
	LOTE (Chinese)	Ms Caddies	<a href="mailto:acadd14@eq.edu.au">acadd14@eq.edu.au</a>
	Junior Mathematics	Ms Day	<a href="mailto:caday1@eq.edu.au">caday1@eq.edu.au</a>
	Science	Ms Albert	<a href="mailto:aalbe1@eq.edu.au">aalbe1@eq.edu.au</a>
Agriculture	Mr Evans	<a href="mailto:revan130@eq.edu.au">revan130@eq.edu.au</a>	

**Students must complete any assessment they have missed on the first day of their return to Rochedale SHS.**

Please attach / scan documentary evidence to support your application.

Parent/Guardian Name: \_\_\_\_\_ Date: \_\_\_\_\_

Parent Signature: \_\_\_\_\_