



From the Parent Handbook

Students are expected to attend the College for all scheduled term days, including activities such as carnivals, excursions and camps.

If a student is to be absent due to illness, we ask that parents notify our office staff by phone by 9am (8824 5844) and to also provide a note to explain the absence to be brought to the College on the first day that the child returns after the illness. Alternatively, you can e-mail advice of an absence through to junior.absent@rhac.nsw.edu.au or senior.absent@rhac.nsw.edu.au. It is a legal requirement that absences are covered by a **written** note.

Dental and medical appointments should be made outside school hours whenever possible.

Term Time Leave

The College does not condone holidays during term time. Permission for any leave that occurs during term time should be sought from the Principal well prior to departure. The NSW Government has introduced new legislation relating to leave applications. Parents must complete an **Application for Extended Leave**, available from the College Wiki (via the Edumate Parent Portal), and submit it to the Principal for approval providing sufficient time for consideration of the Application.