



STAR OF THE SEA COLLEGE NOTIFICATION OF HOLIDAYS DURING TERM TO BE SUBMITTED TO THE COLLEGE PRINCIPAL PRIOR TO DEPARTURE

Students enjoy more than 12 weeks holidays each year and therefore we do not encourage students to miss school unless there are extraordinary circumstances. We also acknowledge that there are occasions when family circumstances prevent attendance.

VCE students in particular are subject to regulations set by the VCAA regarding attendance for satisfactory completion of Units of Study. The end of term can be a time when many SACs are scheduled, and unauthorised absence from school may result in the student being given zero for her SAC.

Please be aware that teachers are not expected to prepare work for students missing class due to extended holidays. Students may be expected to catch up on some work when they return. Assessment tasks will not be rescheduled or graded if they have occurred due to unauthorised absence.

These considerations must be taken into account when arranging holidays.

Please notify the Principal of the extended absence through the Absentee link:

<http://www.starmelb.catholic.edu.au/about/contact-us/attendance-lateness-absence>

Include dates of the extended absence and reason for this holiday. A letter of acknowledgement will be sent to your email address.