



Host Form for Student Leave

This form records the details regarding a Ballarat Grammar boarding student's leave with a host family or mature adult other than their own parents. The aim of this form is to ensure the safety of any student on leave and to reinforce the responsibility carried by those who generously offer to host Ballarat Grammar boarders in their own homes. For the duration of the requested leave from school, it is not permitted for them to stay anywhere other than the home listed on this form.

All fields marked “#” must be filled in.

Student's Name and House:

Leave between -

Date:
Time:

and

(Day/Month/Year)
(Hour, am/pm)

Type of Leave
(Please tick)

Day	<input type="checkbox"/>
Overnight	<input type="checkbox"/>

Please give your name and address as the mature adult host present and supervising for duration of the student's stay:

Has verbal contact been made with the student's parent/s?

Yes	<input type="checkbox"/>
No	<input type="checkbox"/>

Details of the student's transport/travel:

Signature of hosting adult:

Date:

Home Phone:

Mobile:

Leave applications must be made before 9:00pm on the Thursday evening prior to the leave request date. Weekday requests must be submitted at least 48 hours prior to the leave departure. Please fax or mail this form to the student's Head of House (numbers can be found on the School website) or to the central school fax number (03) 5338 0991 prior to this time.

