Dear Student & Parent / Guardian,

Throughout a student’s timetable there may be “study periods”. This occurs to enable maximum student choice to fit within the timetable. Study periods give students the time to plan, revise and prepare for class work and assessment tasks. While Year 11 & 12 students are encouraged to use the study areas provided by the school (e.g. Library and study hall) it is important to note that the school does not expect these students to attend school if their study periods occur at the very beginning or end of the day.

If Year 11 & 12 students have study periods at the very beginning or end of the day they are permitted to study at home during this time if they return this agreement form to the school after it has been read and signed by the student and parent/guardian.

Please note the following expectations regarding study periods and sign the attached agreement slip:

- **Year 10 students** are expected to be in attendance at school all day.
- **Year 11 and 12 students** may begin their day later (if study periods fall in the morning) or leave earlier (if study periods are at the end of the day) ONLY where there is signed permission of parents or guardians.
- All students are expected to be at school in the middle of the day if they have scheduled classes OR study periods. *(The school does not permit students to leave between recess and lunch on any day).*
- Students must sign in and out of the school each time they leave or enter the school during study periods. This is for emergency management procedures. The sign in / out book will be with the Sub School Attendance Officer.
- Students behave with courtesy and respect in the local community as they travel to and from school during their study periods. Please see the Student Code of Conduct for more information about expected behaviours.
- Students show a copy of their ID card and timetable when questioned by any member of staff.
- Students who stay at school to study must work in a quiet manner in the library, study hall or court yard areas of the school or under the supervision of a teacher in another area of the school.

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**Student Declaration**

I have read and agree to follow the study period expectations listed above.

Name ___________________________ Signature: ___________________________

Sub School _____________________ Date: __________________________

**Parent Declaration**

I give my son / daughter permission to study at home during his / her designated study periods that occur before recess and / or after lunch on school days.

Name ____________________________

Signature _________________________ Date: __________________________