



Tempe High School

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Dear Teacher,

Please note that _____ of class _____

will be absent for an extended period of time. Please take note of the leave dates below and provide the student with the appropriate work or instructions to be completed whilst they are away.

Dates absent (inclusive): _____ to _____

SUBJECT	INSTRUCTIONS / WORK TO BE COMPLETED	TEACHER'S NAME

Once this form has been completed by all the subject teachers, please return it to your Principal before you go on leave.