29th January, 2016

Dear Parent/Guardian,

Welcome back to your son/daughter’s final year at Xavier Catholic College.

There has been a change to the way our timetable will operate this year, with a move to a six period day over a ten day cycle. Along with this timetable change we have also made changes to the way that staff will meet in their Professional Learning Teams. These meetings will now occur on Tuesday afternoons from 3.00pm. Students in Years 7-10 will engage in Sustained Silent Reading and Year 11 in silent study. It has been decided that Year 12 students may have the privilege of going home early on these days with your permission. Students may also stay at the College if they prefer to undertake silent study in the library.

Students may leave with another student, with your permission. If your son/daughter wishes to leave with another student and you have not completed the permission slip to indicate this, a note will need to be handed to Mr Paul Reidy or myself on the day. We will then make a follow up telephone call to confirm the arrangements.

Any student who is leaving at 3.00pm will need to sign out at the Office.

Please sign the permission slip below to indicate the usual pattern for your son/daughter on a Tuesday afternoon.

Yours sincerely,

Mrs Janine Wallace
Year 12 Coordinator

__________________________________________________________
Please sign and return to the College Office by Tuesday, 2nd February, 2016.

Student Name: ____________________________ Homeroom: ______

I understand that students who leave at 3.00pm must sign out at the front Office.

Please tick the option below that indicates the usual pattern for your son/daughter on a Tuesday afternoon.

☐ I give permission for my son/daughter to leave the College at 3.00pm on Tuesday afternoons.

☐ I give permission for my son/daughter to leave the College at 3.00pm on Tuesday afternoons and travel with the following student(s) as driver ________________________________

☐ I give permission for my son/daughter to have the following student(s) as passengers on Tuesday afternoons ____________________________________________

☐ My son/daughter will stay at school until 3.20pm on Tuesday afternoons.

Parent/Guardian Signature: ____________________________ Date: ______________

Parent/Guardian Name (please print): ______________________________________