



Dear Parent/Caregiver,

An educational activity has been organised: **Year 10 Business Services Accelerated Study Day**

This activity has been planned to supplement the following work being done in the classroom:

Students are being provided with the day to study and prepare for the upcoming Yearly Examination for Business Services.

Details are as follows:

Year Group	10 Business Services Accelerated Students
Day and Date	Thursday 19 th September 2019
Location	Please indicate on the permission slip below which option your daughter would be taking: Option 1: Students attend school and study in the Learning Centre (under teacher supervision) Option 2: Students stay at home to study and prepare (under parent supervision)
Cost	N/A
Teachers attending	Students who decide to come to school on this day will be supervised by Ms. Dervenis-Loupos in the library.
Uniform	Full School Uniform – including black leather school shoes
Equipment	Business Services notes, resources, BYOD to support private revision and study.
Additional Information	<ul style="list-style-type: none"> - Students will be sitting the examination on Friday 20th September 2019 at 9am in the MPC. - Students are required to be at school 30 minutes prior to the examination and are to go straight to the MPC. - Additional time will NOT be provided for students who are late. - If a student is sick or absent on the day of the examination, they need to contact the school, get a Doctor's Certificate (or other appropriate documentation) and see Ms. Andrews to submit their Illness/Misadventure form. Alternative arrangements will be made to sit the examination.

If you require additional information regarding this activity, please contact Ms. Spiridoula Dervenis-Loupos on (02) 9718 1805.

Yours sincerely

Ms. Robyn Andrews
Rel. Deputy Principal
on behalf of Sue Holden
Principal

Ms. Spiridoula Dervenis-Loupos
Head Teacher Teaching & Learning
Business Services Trainer

Date: 23rd August 2019

Please detach and return to Ms. Dervenis-Loupos by Friday 13th September 2019

Dear Ms. Dervenis-Loupos

I hereby consent to (student name) participating in the activity to undertake private study for the Business Services Yearly Examination.

My daughter will (tick ONE option only):

Option 1: attend school and study in the Learning Centre under teacher supervision

Special needs of my daughter of which you should be aware (eg allergies, medication etc)

Please provide full details:

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OR

Option 2: stay at home to study and prepare under parent supervision

Parent/caregiver Name:

Parent/caregiver signature: Date:.....