

# Student Exemptions: Process and Responsibilities

Exemptions from school attendance can be provided for a student through an appropriate delegate. The delegate may grant, revoke or vary an exemption for a student aligned with the Education and Children's Services Act (2019). The delegated authority to grant exemptions is determined by the reason and period sought (Exemption from school procedure, DfE).

## Full time exemption – Up to 12 months

### Exemption for travel

Exemptions can be granted by the Principal for a period of 1-12 months for family travel and/or holiday reasons. Travel less than 1-month can be applied for as a 'Family' absence. Exemptions for travel can only be granted if the student/s is not attending another educational facility during this period. Students enrolling elsewhere (interstate or overseas) will require a Student Exit Form.

Exemptions for travel **do not exempt students from assessment requirements**. This is of particular importance for students completing their SACE as the SACE Board does not allow [\*Special Provisions\*](#) to be granted for the 'purpose of travel or family holiday' (Special Provisions Policy, SACE Board of SA).

Student and family responsibilities	School responsibilities
<ul style="list-style-type: none"><li>- Students and families communicate the period of absence with classroom teachers at least 1 week prior to the start date of the exemption</li><li>- Reception – Year 6 Families negotiate assessment requirements with teachers prior to the start date of the exemption</li><li>- Year 7-12 students access learning resources, tasks and teacher feedback through Daymap.</li><li>- Assessment deadlines met by students, ensuring accurate reporting of student achievement.</li></ul>	<ul style="list-style-type: none"><li>- Reception – Year 6 students provided a negotiated workload by their classroom teacher. This may be project based, or require a series of tasks that will be taught throughout the period of exemption.</li><li>- Year 7-12 students are provided access to learning resources through the school's learner management system (Daymap).</li><li>- Tuition throughout this period will not be provided</li><li>- Teachers will complete Term and Semester reports aligned to Australian Curriculum and SACE achievement standards.</li><li>- Student reports may read 'Ungraded' (Australian Curriculum) or 'No Grade' (SACE students) depending on length of absence.</li></ul>

**For further information, please contact:**

**R-Year 6 Students** – Primary Years Assistant Principal

**Year 7 – Year 12 Students** – Secondary Years Assistant Principal