



## FIRBANK BOARDING HOUSE

### Request/Permission for overnight leave

If you would like your daughter/ward to spend time out of the Boarding House in your care, or in the care of others, please complete the following information and return it to the Head of Boarding by e-mail to Helen Butler ([hbutler@firbank.vic.edu.au](mailto:hbutler@firbank.vic.edu.au)) at least one day prior to the leave.

In accordance with Child Safe Standards, people hosting students must hold a current Working with Childrens' Check, a copy of which must accompany this request/permission.

I give permission for my daughter/ward.....

to be absent overnight from the Boarding House from ..... to .....

Name and phone contact for the person who will be responsible for my daughter/ward is:

.....

Address: .....

Her travel arrangements including pick up and drop off times are:

.....

.....

I will inform the Boarding House if there is a change to this arrangement.

Signature: .....

(Parent/guardian)

Date: .....

### **Firbank. Aspire. Achieve.**

Firbank Grammar  
51 Outer Crescent Brighton  
Victoria 3186 Australia  
Telephone 03 9591 5188  
Facsimile 03 9593 1158

Turner House  
Middle Crescent Brighton  
Victoria 3186 Australia  
Telephone 03 9591 5141  
Facsimile 03 9553 8164

Sandringham House  
45 Royal Avenue Sandringham  
Victoria 3191 Australia  
Telephone 03 9533 5711  
Facsimile 03 9521 0365

ABN 69 007 000 419  
CRICOS Provider No 00140K  
[enquiries@firbank.vic.edu.au](mailto:enquiries@firbank.vic.edu.au)  
[www.firbank.vic.edu.au](http://www.firbank.vic.edu.au)