

Overseas Boarding Students' Vacation Leave Form

This form should be completed for each period of vacation leave requested for an overseas boarding student and submitted no later than four weeks prior to the requested leave period.

The School may decline to approve or cancel leave arrangements at any time at the School's discretion.

I,, being a parent/guardian of (student)

in Year wish to advise Brisbane Grammar School of the arrangements made for the student's care and accommodation during the School holidays.

(Please choose Option A or B by ticking the appropriate box.)

OPTION A

- The student will be returning home during the School holidays and I will advise both the Director of Boarding and the Director of Enrolments of his travel arrangements prior to the final week of term. (If the student is returning home during the holiday period, please sign and date this form at the bottom of the page and **DO NOT** complete Option B.)

OPTION B

- I have made alternative arrangements for the student during the vacation period, as follows:

Date leaving Harlin House:

Date returning to Harlin House:

(Please note Harlin House reopens on **date**.)

Details of travel arrangements:

.....

.....

Address at which the student will be accommodated:

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Name and contact details of the responsible person providing care and accommodation for the student:

.....

.....

Relationship of responsible person to the student:

- A copy of the current Blue Card of the responsible person and any other adult residing in the home is attached.
(N.B. A student's parent, grandparent, great grandparent, brother, sister, uncle, aunt, niece, nephew or first cousin are not required to hold a Blue Card.)

1. I warrant that, by signing this form:
 - a. I have arranged suitable care, accommodation and travel arrangements for the student;
 - b. If Option B is selected:
 - i. I have taken all necessary steps to satisfy myself that the care, accommodation and travel arrangements I have made for the student are suitable; and
 - ii. I have taken all necessary steps to satisfy myself that the responsible person is at least 21 years old and of good character;
 - c. I have advised the School of all details of the care, accommodation and travel arrangements I have made for the student including, where Option B is selected, the contact details of the responsible person and a copy of the responsible person's current Blue Card, where necessary.

2. I agree to indemnify the School against all Loss arising directly or indirectly from the care, accommodation and travel arrangements I have made for the student during the period of absence from the School. "Loss" means any loss, claim, action, penalty, liability, damage, cost, charge, expense, payment, which the School pays, suffers or incurs or is liable for, including legal (on a full indemnity basis) and other expenses incurred arising out of the care, accommodation or travel arrangements I have made for the student, or in connection with investigating or defending any claim or action, whether or not resulting in any liability, and all amounts paid in settlement of any claim or action.

3. I acknowledge and agree:
 - a. The School may not have undertaken its own investigations in relation to the suitability of the care, accommodation and travel arrangements I have made for the student; and
 - b. The School will rely upon the information I have provided about the care, accommodation and travel arrangements made by me for the student and the warranties I have provided in this form as the basis for assessing the suitability of the proposed care, accommodation, support and general welfare arrangements for the student.

Signed: Dated:

Print name: