

Senior Flexi-time Application Form

Senior Flexi-time may be granted to Year 12 students to study or complete school work at home only during 'Study' lines that are timetabled as the first or last lessons of the day.

Attending PCG (Pastoral Care Group) is compulsory along with all other timetabled classes and Flexi-time will not be available during these class times.

(Year 12 students may be given permission by the College to leave College grounds during lunch breaks, however this is a separate arrangement that does not include recess or any other class time).

Students may apply for Senior Flexi-time under the following conditions:

1. Study periods are timetabled as the first or last lessons of the day.
2. The student believes they are better able to complete their work at home during these timetabled Study lines.
3. Parental permission is given.
4. Students must be available to be at school during Flexi-time if requested by a teacher or College staff member.
5. Students must sign in on arrival and out when departing at the campus office.
6. If granted morning Flexi-time students must be at school and signed in before their first timetabled class for the day.
7. If granted afternoon Flexi-time, students must not leave the grounds prior to the start of the Study line and before signing out.
8. Permissions for Senior Flexi-time may be withdrawn if the student is unable to satisfactorily meet the conditions outlined in this application form including;
 - a. Being absent without permission
 - b. Not completing assessment tasks
 - c. Not complying with other College policies and requests.

Application:

Student Name: _____ **Signature:** _____ **Date:** _____

I understand the conditions set out above and am applying for Senior Flexi-time for the following lessons:

Lesson #	Monday	Tuesday	Wednesday	Thursday	Friday

I give permission for my child/guardian to apply for Senior Flexi-time under the conditions set out above.

Parent Name: _____ **Signature:** _____ **Date:** _____

On behalf of NT Christian College, I approve this application for Senior Flexi-time under the conditions set out above.

Staff Name: _____ **Signature:** _____ **Date:** _____

Office Use:

Processing	By (initial)	Date
Add School Activity (<i>Attendance Notes, Add School Activity, start from 'next day', Attendance Not Required, start-date of commencing day, select periods, select campus, Location=Flexi, Repeat until end of year, Sessions repeat info, save & close</i>)		
Scanned copy saved to Student Compass profile: <i>Chronicle- General Obs, attach copy, pin until end of year</i>		
Scanned copy emailed to student & parent		

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