Victorian College of the Arts
SECONDARY SCHOOL

FORM C: PERMISSION TO ATTEND A SPECIAL EVENT OR ACTIVITY

A MINIMUM OF 48 HOURS NOTICE MUST BE GIVEN IN ORDER TO GAIN APPROVAL

FOR EXTERNAL DANCE ACTIVITIES THE LEAD IN TIME MUST BE OVER A LONGER TIME FRAME AND SHOULD INVOLVE A CONVERSATION WITH THE HEAD OF DANCE

STUDENT'S NAME: …….

NAME OF EVENT: …….

TIME AND DATE/S FOR EVENT: …….

Brief Description and reason for your attendance

Student signature:…… **Date:**…….

STEP 1: Please tick as appropriate event approved by: **YES** **NO**

☐ **Head of DANCE, T Storey**	**Date**	**Signature**
☐ **Head of MUSIC, M Sargeant**	**Date**	**Signature**
☐ **Head of VISUAL ARTS, A Landrigan**	**Date**	**Signature**

STEP 2: Permission must be sought from any class room or specialist teacher affected by this event after Head of Program Approval

Class	Teacher	Y/N	Date	Signature

STEP 3: Return completed form for final school approval to: Hilary Bland

Signature:…… **Date:**…….