



YEARS 10, 11 & 12

SENIOR ASSESSMENT VARIATION FORM

PART A

Today's Date

This form is to be completed on the first day you return to school, before 9.00am. . Complete Part A and then take this form to the Leader of Learning, Mr Conroy in person. You must complete a separate form **for each task** missed if multiple tasks are missed. Failure to complete this procedure correctly or within the time stated will result in a zero for this task.

Name:..... Year Group Homeroom

Subject Date of missed task

Nature, value and type of task

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Date of absence Reason for Absence:

Sickness Other (specify)

Nature of supporting evidence

Signature and date Leader of Learning

Students **do not** fill in this section

PART B

Comments

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Action to be taken

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T and L Coordinator's Signature

Leader of Learning Signature

This form to remain on file with the T and L Coordinator and a copy to be placed in the student's files.