

Kennedy School

19 Sha Wan Drive, Pokfulam, Hong Kong Tel: 2855 0711; Fax: 2817 7471

Absence of Parents from Hong Kong

If both parents plan to leave Hong Kong on a business trip or holiday during term time, they must inform the school and fill in this form and include information regarding guardianship, contacts and addresses. It is important for the school to know about parents' absences as it helps the school in understanding and working with your child.

Thank you.				
John Brewster				
Principal				
NAME OF CHILD(REN)			CLASS(ES)	
1)				
2)				
3)				
4)				
	OATES OF ABSENCE			
FROM:		TO:		
OF	EICIAL CHARDIAN/	c)		
NAME:	FICIAL GUARDIAN(S) TELEPHONE NUMBERS			
NAME.		HOME: OFFICE: MOBILE:		
1)		0.1.102.		
2)				
PLEASE NOTE: A responsible person, other than an welfare in case of illness or accident. The acting of treatment of the child.				
Name of parent:	Signed:			
Parent's email address:		Date:		
The information submitted on this form is being co	llected in accordance	with the ESF Personal L	Data Handling Policy and its	

The information submitted on this form is being collected in accordance with the ESF Personal Data Handling Policy and its related Personal Information Collection Statements ("PICS"). A copy of the PICS can be found on the ESF web site (http://www.esf.edu.hk/) by clicking on the "About ESF" tab.