



## International School Study Tour

# Request for student to remain overseas at conclusion of tour

\_\_\_\_\_ SCHOOL INTERNATIONAL SCHOOL STUDY TOUR

At the conclusion of this School Study Tour, I wish my son/daughter to remain overseas. I have outlined below full details of my request and duty-of-care arrangements during the additional time overseas.

**Student Name:** \_\_\_\_\_

**Year Level:** \_\_\_\_\_ **Passport Number:** \_\_\_\_\_

1. My son/daughter will be returning home at a later date. My child will return on     /     /
2. I wish to confirm that:
  - My child will be collected in \_\_\_\_\_ [name of city] by  
\_\_\_\_\_ [parent's name]
  - My child will be under the care of \_\_\_\_\_ [name], a  
relative/friend. This relative/friend will collect my child from \_\_\_\_\_
  - Other arrangements have been made as follows:  
\_\_\_\_\_  
\_\_\_\_\_
3. When returning home my child will be
  - Accompanied by a parent                       Accompanied by a relative/friend
  - Travelling alone
4. During the additional period overseas, my child will be staying at:  
\_\_\_\_\_  
\_\_\_\_\_

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

*The information collected herein is for the purpose of ensuring that your child's travel arrangements are safe and that the school has fully exercised its duty of care in respect of him/her. The information will only be used for the purpose of this tour and matters arising from it. It will be disclosed only to relevant school staff and volunteers or as required or authorised by law. If you have any questions or concerns about the collection, storage, use or disclosure of this information, please contact the school principal in the first instance.*

**TO BE HELD ON FILE AT SCHOOL**