

Illness / Misadventure Appeal Process

Bankstown Girls High School

Illness / Misadventure Appeal

To be completed by the student who is unable to attend/submit an assessment on the due date. **This form is to be submitted to the Head Teacher Administration the first day back at school immediately after the assessment task or the due date for an assessment task. If the Head Teacher Administration is not available, this must be submitted to the Deputy Principal.**

Student Name: _____

Subject: _____

Head Teacher: _____ **Teacher:** _____

Assessment Task

Number and Title: _____

(State the type of task e.g. examination, research task, field work etc.)

Date of Notification: _____ **Due Date:** _____

Date Appeal Submitted: _____

Details of Appeal: (State sufficient detail to support you case for consideration)

(Attach all necessary medical and other certificates and refer to the BGHS Assessment policy)

Student Signature: _____ **Date:** _____

Parent Signature: _____ **Date:** _____

Take this form to the Head Teacher Administration

Appeal Recommendation:

Head Teacher

Signature: _____ **Date:** _____

Principal Signature: _____ **Date:** _____