

2.3 EXEMPTION POLICY STATEMENT (KINDERGARTEN)

INTRODUCTION

At Lindfield Montessori School, requests from parents seeking an exemption from attendance at school or an exemption from enrolment will be processed in accordance with the guidelines from NSW Department of Education and Communities.

Procedure

- Parents will submit the application for an exemption from attendance or an exemption from enrolment and supporting documentation, where requested to the Directress.
- Applications for over 100 days in a year will be sent to the Minister's delegate at the Student Welfare Directorate, NSW Department of Education and Communities.
- Applications for fewer than 100 days in a year will be considered by the Directress.
- The Directress will consider the application in accordance with the criteria in the guidelines from the NSW Department of Education and Communities.
- Where the application is supported, the Directress will provide the original exemption certificate to the parent/s.
- Where the application is not supported, the Directress will notify the parents in writing of the unsuccessful outcome.
- Copies of the application and exemption certificate or notification are kept on the student's file in the office.
- The Minister's delegation and copies of exemption certificates are filed in the attendance records by the Directress.

Relevant Regulation: Education Act 1990 Section 25

POLICY REVIEWED	MODIFICATIONS	NEXT REVIEW DATE
August 2021	Checked regulations, updated copy	2023