



BRANKSOME HALL ASIA

2021-2022 Weekend Leave Request From Boarding (CH) 2021-2022 住宿学生请假表 (中文版)

Parental Leave Requests must be sent to the Head of House by Tuesday at 23:00.

家长填写的请假申请必须在星期二的**23:00**之前提交给宿舍楼负责老师。

- o Students should return from leave by 18:00 on Sunday.
 - o 学生应在星期天18:00前回到学校。
 - o Students who are missing academic classes must contact the MS or SS PA one week in advance.
 - o 学生若旷课应该联系初中和高中的校长助理。
- Parental Leave Requests must be sent to the Head of House by Tuesday at 23:00.
- 家长填写的请假申请必须在星期二23:00前提交给宿舍楼负责老师。
- Sherborne House (10年级, 12年级) - Sherborne@branksome.asia
- Seondeok House (10年级, 11年级) - Seondeok@branksome.asia
- Shin Saimdang House (5年级 - 7年级) - Shinsaimdang@branksome.asia
- Ainslie House (8年级 - 9年级) - Ainslie@branksome.asia

Please refer to the dates of 'No Leave Weekends' below. Leave is not permitted on these dates due to pre-planned Boarding events. Please contact the Head of House for emergency leave or exceptions on these weekends. We recommend that students do not request leave more than once a month.

请注意如下日期是‘不能请假的周末’。由于宿舍有组织的活动，这些日期是不被批准请假的。如果有急事需要请假，请联系宿舍楼负责老师。我们建议学生每个月请不要多过一次。

No Leave (NL) Weekends Semester 1: 8/20 - 22, 8/27 - 29, 9/3 - 5, 10/1 - 3, 11/12 - 14, 12/10 - 12

No Leave (NL) Weekends Sem 2: 4/1 - 3, 6/10 - 12

Student Name (学生姓名)	Grade & House (年级&宿舍)
Reason for Leave (请假原因)	
Leave Date (离开日期)	Time (时间)
Return Date (返回日期)	Time (时间)
Transportation Arrangements (交通安排)	
Name & Phone Number of Adult Responsible for Supervision of Student whilst on Leave (请假期间监护人姓名和电话)	
Contact Phone Number of parent submitting this form: (请假家长联系方式)	



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