



EMMAUS COLLEGE

EARLY DEPARTURES 2023

Prep–6

1. Note in the diary by parent advising time of departure.
2. Student to show diary note to teacher.
3. Student reports to Student Reception after teacher has released them from class.
4. Parent to sign student out at College Reception.

7–12

1. Note in the diary by parent advising time of departure.
2. Student to have note signed by Pastoral Care Teacher.
3. Student to show class teacher at start of lesson.
4. Student to monitor time to depart.
5. Student reports to Student Reception after teacher has released them from class.
6. Parent to sign student out at College Reception.

Self Drivers

1. Note in the diary by parent advising time of departure.
2. Student to have note signed by Year 12 Pastoral Leader (Mrs Tasker) or Year 11 Pastoral Leader (Mrs Waddell) or member of the College Leadership Team.
3. Student must sign out at Student Reception and provide signed note.