



**NOTIFICATION OF PARENT'S ABSENCE FROM HONG KONG**

Name of Child \_\_\_\_\_ Class \_\_\_\_\_  
Teacher \_\_\_\_\_

**Dates Parent's will not be in Hong Kong**

From \_\_\_\_\_ To \_\_\_\_\_

**Contact for Parent's outside of Hong Kong**

Address \_\_\_\_\_ Tel Nos \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Guardian appointed to act for Parent's during their absence**

Address \_\_\_\_\_ Tel Nos \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Relationship \_\_\_\_\_ Office No \_\_\_\_\_

**Alternative Emergency contact if guardian cannot be reached**

Name \_\_\_\_\_ Tel No \_\_\_\_\_  
Office No \_\_\_\_\_

**Will the child be living with the Guardian?**      Yes      No

If "yes" at what address \_\_\_\_\_  
\_\_\_\_\_

If "no" what appropriate supervisory arrangements are being made? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_