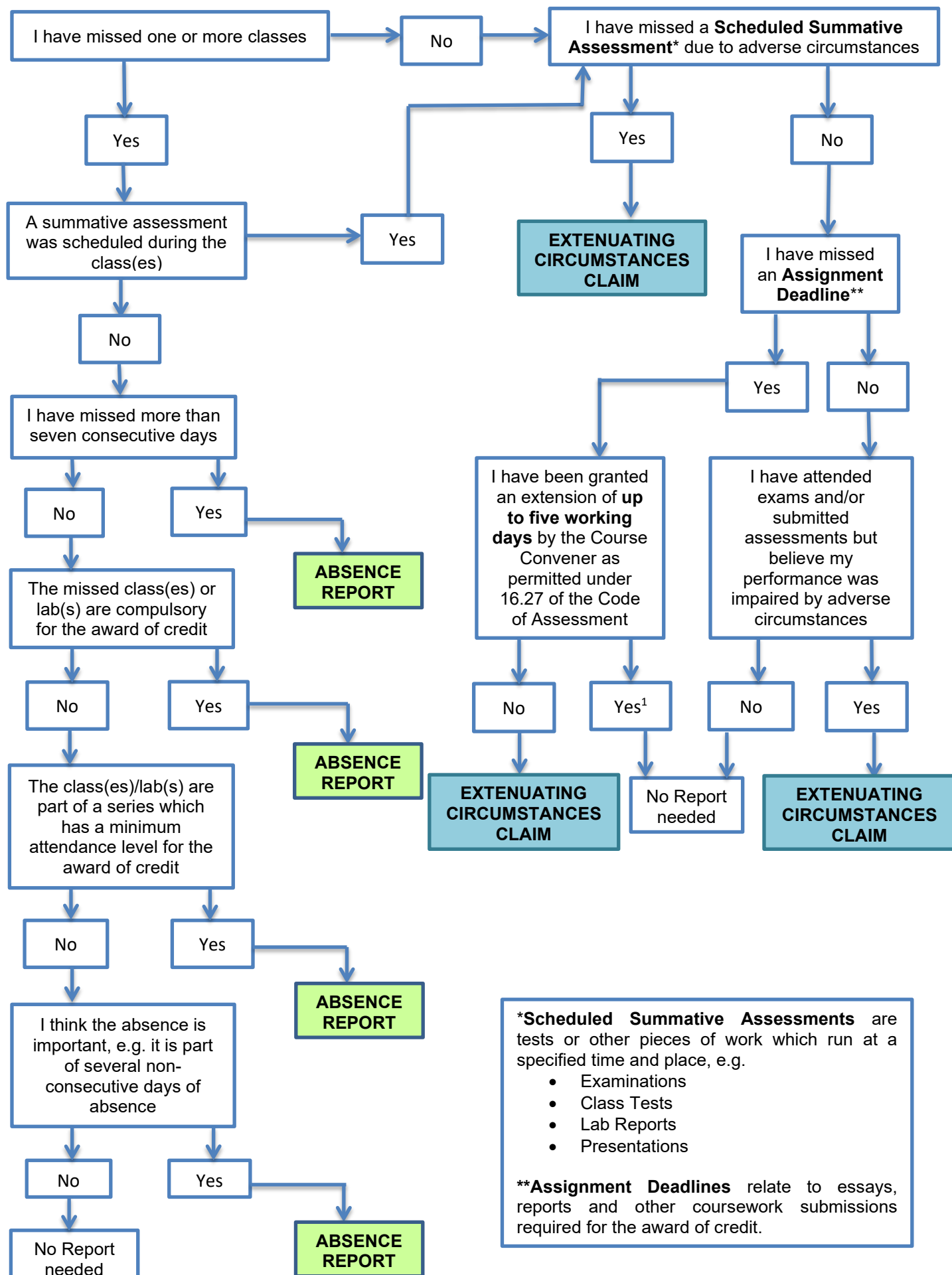


Absence Report or Extenuating Circumstances* Claim?



* This was previously referred to as 'Good Cause'. During 2025-26 we anticipate changes being made to the process but at the time of publication the information below is correct.

¹ If a further extension beyond five working days becomes necessary an Extenuating Circumstances Claim should be made.