



**HENLEY
HIGH SCHOOL**

Cudmore Terrace,
Henley Beach SA 5022

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CLEARANCE FORM

STUDENT DETAILS	
STUDENT SURNAME:	
STUDENT GIVEN NAMES:	
DATE OF BIRTH:	
YEAR LEVEL:	
LEAVE DETAILS	
NEW SCHOOL:	
TAFE/FURTHER EDUCATION:	
EMPLOYER:	
OCCUPATION:	
OTHER (Please provide details):	
LEAVE DATE:	
AUTHORISATION FROM PARENT/GUARDIAN:	
RESOURCES CHECK - Students to get signed off	
OUTSTANDING FEES (FINANCE)	
LAPTOP/BAG/CHARGER (MEDIA SERVICES)	
LOCKER CHECK/LOCK RETURNED (SUB-SCHOOL MANAGER)	
ADMIN CLEARANCE - OFFICE USE ONLY	
OFFICIAL DATE OF LEAVING SCHOOL:	
ADMIN/STUDENT COUNSELLOR VERIFICATION:	
DATE:	

Copies to – Finance (Original), Data Management



Government of South Australia
Department for Education and
Child Development

