

CABOOLTURE DISTRICT EXEMPTION FROM ATTENDING A DISTRICT TRIAL PROCESS

Process to follow:

STEP 1

- You must be enrolled in a school that is affiliated in the representative school sport program, or be enrolled in and affiliated distance education school or facility, or be a registered for home schooling.
- You must advise our district team official, or our committee administrator that you are unable to attend a district trial event.
- You must meet an approved criterion for exemption (see Absentee Application form for criteria).

STEP 2

- The district committee's authorised delegate assesses if you are eligible to apply to be exempt from attending our district trial.
- You must then download a copy of our Application for Exemption form or get a copy from your school sport co-ordinator.
- You must complete the form, and ensure that you have all the necessary supporting documents that we require (such as a signed medical certificate and sporting achievement resume, etc).
- *Remember that the exemption application form and the supporting documents must be received by our district administrator no later than 24 hours prior to the commencement of our district trial.*

STEP 3 – actions to take

- You must email the exemption application form and the supporting documents to our district administrator. See our Application for Exemption form for contact details.
- Remember to attach all supporting documents in your email along with the signed Exemption application form.
- It is your responsibility to meet the required timelines. Our committee reserves the right to not accept late applications.

STEP 4 – committee assessment of an exemption application

- Our district committee will review your application and supporting documents.
- We will email you to let you know if your application is accepted and approved or not.
- We will let your school know if your exemption application is approved or not.
- We will let our district trial event officials know about all approved exemption applications so that they can consider them for team selection.

STEP 5 – at the district trial event

- Our district event officials will let other attendees know that there are exempted students who will be considered for selection in our district sport team.
- During our district trial event, officials from our district will compare approved exemptions with attendees. They will take into account playing skills, fitness, and sporting behaviours. They will also compare the documentation of exempted students, such as sporting accomplishments and playing history, potential fitness levels, etc., with trial event attendees for selection into our district sport team.
- We will let all approved exempted students know the outcome of the trial selection. Whether they have been selected or not to join our district sport team.

ABSENTEE APPLICATION FOR EXEMPTION FROM A CABOOLTURE DISTRICT SPORT TRIAL



Instructions

This form must be completed in full to apply for an exemption from trialling at a Caboolture District School Sport trial. The application must meet the approved criteria as listed in the "Grounds for Absence" section to be considered for selection in a district team competing at a Sunshine Coast region trial.

Office Use Only

Received:	
Approved:	
Notified:	
Filed:	

This form must be received by the district administrator **no later than 24 hours prior to the commencement of our district trial**. Our district committee reserves the right to refuse late applications.

This form and required supporting documentation must be signed off by your school principal or authorised school delegate and emailed to: *NAME: Bianca Anderson EMAIL: bande334@eq.edu.au*

Additional information

Requests for exemption must be accompanied by an email address that can be used to acknowledge receipt of the absentee application form and whether the application has been successful or not successful.

Please note that a successful application for exemption request does not automatically guarantee selection in our district team that will compete at a Sunshine Coast region trial.

At the same time that you submit this form, you must include a resume detailing your prior athletic accomplishments in this sport. You will also need to include a copy of other supporting documents (such as a medical certificate or an invitation to compete at a higher level sport competition as per the criteria below).

Please type or clearly print in all fields on this form.

Applicant Details

First name		Last name	
Gender		DOB	
Phone		Email	

Regional Trial Details

Name of Sport	Regional Trial Dates
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Grounds for Absence (Please select your reason below & attach required documents)

<input type="radio"/> Medical condition on the day(s) of the trial	<i>Include current, valid medical certificate from health professional stating that you are unfit for the competition date(s) and the date when full participation can resume.</i>
<input type="radio"/> COVID 19 Variant illness / close contact	<i>Include copy of the positive COVID test confirmation letter or a medical certificate (from a GP, not a physiotherapist, etc).</i>
<input type="radio"/> Absence due to a compulsory school activity	<i>Include a letter on official school letterhead signed by your school principal stating your name, the activity, dates of the activity and that you are required to attend the compulsory school activity.</i>
<input type="radio"/> Absence due to competing at a higher level of competition (state/national/international) in the same sport and same discipline	<i>Include documentation from event organisers that states that you are selected in the team (your name is to appear in the documentation), the event name and dates of competition.</i>
<input type="radio"/> Absence due to competing with another Sunshine Coast region team or QSS state team in a different sport	<i>Include documentation from event organisers that states that you are selected in the team (your name is to appear in the documentation), the event name and dates of competition.</i>
<input type="radio"/> Bereavement or compassionate reasons	<i>Include a letter on official school letterhead signed by your school principal to support the absence.</i>

By signing this form, I give permission for authorised staff to contact me or my parents/carers.

Authorised School Delegate Details

Applicant Signature	School name
Date	Delegate name
Parent/Guardian Name	Email
Parent Email	Mobile Phone
Parent Signature	Signature
Date	Date