



**Diocesan Boys' School**  
**Application for Early Dismissal**

Name of Student: \_\_\_\_\_ Class: \_\_\_\_\_ ( )

Date of Early Dismissal: \_\_\_\_\_

From	To	Day(s) / Hour(s)
a.m./p.m.	a.m./p.m.	

Reason(s) for early dismissal (Please / where appropriate and specify):

- Sick / Medical Appointment (Reason: \_\_\_\_\_)
- Competition / Contest (Event: \_\_\_\_\_)
- External exam (Exam: \_\_\_\_\_)
- Others: \_\_\_\_\_

Supporting document attached: Yes / No (delete as appropriate)

We understand that our application is subjected to the approval at the discretion of the Headmaster and we need to arrange transportation for our son after our application is approved. We are thankful to the school for giving a favourable consideration to our application.

Signature of parent: \_\_\_\_\_

Name of parent: \_\_\_\_\_

Contact number: \_\_\_\_\_ Date: \_\_\_\_\_

*\*Please submit this application form together with any supporting documents to the General Office when you get the early leave slip shortly before the early dismissal.*

**For GO Use Only**

- Able to contact parent
- Unable to contact parent

No. of student card: \_\_\_\_\_

Staff (initial): \_\_\_\_\_

**For Official Use Only**

- approved  disapproved

R.K.Y. Cheng  
For Headmaster

