

Office for Professional Learning School of Education

Phone (02) 67733898

Email: oplreports@une.edu.au

EARLY CHILDHOOD ATTENDANCE REGISTER

ducation Student's							
ng Teacher's Name:							
e:							
o of children:							
ts Dates: from		to					
cation student or super	vising teache	er is absent fo	or any period this sho	ould also be indicated.			
DATE	SIGN ON e.g. 8.30 am	SIGN OFF e.g. 4.00 pm	DAYS ABSENT STUDENT	DAYS ABSENT SUPERVISOR	DIRECTOR OR SUPERVISOR'S INITIAL		
DATE	SIGN ON e.g. 8.30 am	SIGN OFF e.g. 4.00 pm	DAYS ABSENT STUDENT	DAYS ABSENT SUPERVISOR	DIRECTOR OR SUPERVISOR'S INITIAL		
	ng Teacher's Name: e: of children: ts Dates: from teacher education stud cation student or super uld be made to make up DATE	pag Teacher's Name: e: of children: ts Dates: from teacher education student and the station student or supervising teacher and the made to make up the days mi DATE SIGN ON e.g. 8.30 am DATE SIGN ON e.g.	DATE DATE SIGN SIGN BIGN BASO am DATE SIGN SIGN ON OFF e.g. 8.30 am DATE SIGN ON OFF e.g. B.30 am DATE DATE SIGN ON OFF E.g. B.30 am DATE DATE DATE DATE SIGN ON OFF E.g. B.30 am DATE DATE DATE DATE DATE SIGN ON OFF E.g. B.30 am DATE DATE DATE SIGN ON OFF E.g. B.30 am DATE DATE DATE BIGN ON OFF E.g. E.g. E.g.	DATE SIGN BASENT BA	progreacher's Name: e: prof children: ts Dates: from		

DAY	DATE	SIGN ON e.g. 8.30 am	SIGN OFF e.g. 4.00 pm	DAYS ABSENT STUDENT	DAYS ABSENT SUPERVISOR	DIRECTOR OR SUPERVISOR'S INITIAL
MON						
TUES						
WED						
THURS						
FRI						

DAY	DATE	SIGN ON e.g. 8.30 am	SIGN OFF e.g. 4.00 pm	DAYS ABSENT STUDENT	DAYS ABSENT SUPERVISOR	DIRECTOR OR SUPERVISOR'S INITIAL
MON						
TUES						
WED						
THURS						
FRI						

Teacher education student's absence:			
No. of days absent			
No. of days made up			
Supervising Teacher's Certification. The above record is, to the best of my knowledge, correct in all details.			
Director or Supervising teacher's signature	Date		

At the conclusion of the placement please email the final report, attendance record, claim and the tax file number declaration forms to Office for Professional Learning oplreports@une.edu.au.

PLEASE NOTE: Payment cannot be made unless all these forms are returned

PLEASE NOTE: AT THE CONCLUSION OF THE PLACEMENT THE ORIGINAL REPORT IS TO BE GIVEN TO THE TEACHER EDUCATION STUDENT FOR INCLUSION IN THEIR RESUME FOLDER FOR FUTURE JOB INTERVIEWS.