



中國香港學界體育聯會

THE SCHOOLS SPORTS FEDERATION OF HONG KONG, CHINA

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**Leave Notification Form (Pre-competition Training Use)**

**請假通知書(賽前集訓適用)**

If Students are not able to attend the training sessions due to sickness/personal issues, please return this form to HKSSF office at the training day/at least 3 working days prior to the activity via fax no. 2762 7662 or email to [external@hkssf.org.hk](mailto:external@hkssf.org.hk).

同學如生病/因事缺席訓練，必需於該訓練日/三個工作天前填妥下列表格，並傳真至學體會秘書處 2762 7662 或電郵 [external@hkssf.org.hk](mailto:external@hkssf.org.hk)。

Please fill in with BLOCK letters

請以正楷填寫

Event 項目 : \_\_\_\_\_

Name of Student 姓名 : \_\_\_\_\_

Contact No. 聯絡電話 : \_\_\_\_\_

School 就讀學校 : \_\_\_\_\_

Date(s) of absence 缺席日期 : \_\_\_\_\_

Reason(s) for absence 缺席原因 : \_\_\_\_\_

Signature of Parent/Guardian/Teacher-in-charge

家長/監護人/負責老師簽署 : \_\_\_\_\_

Date

日期 : \_\_\_\_\_