



MENAI HIGH SCHOOL

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Principal
B Ellevsen

Deputy Principal
R Allen

Deputy Principal
E Sayed-Rich

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L Meagher

August, 2019

Year 12 Clearance Day and BBQ Information

Dear Year 12 Parents and Caregivers,

Clearance Day

On Monday 18th November during Periods 1-3 Year 12 students are required to come up to the school to complete the **clearance process**. Students will need to finalise any outstanding payments and return any library books or borrowed equipment. Once the process is complete, they will be given their school reference. If assistance with payment is required, please contact Mrs Allen.

On the Clearance day, students are to meet Mrs Hennessy and Mrs La Rosa in the Library Learning Centre to start the process. Please note that we will only be available during periods 1-3 on the day so students need to arrange to be available at that time.

Celebration BBQ

All Year 12 students are reminded to come to school, from 1-2pm on Wednesday 18th December for the annual BBQ. This is a wonderful chance for students to come up to the school one last time, have lunch with staff and Year 12 students and celebrate their results.

Additionally, Mrs Allen will be collecting names of students who would be willing to come up to the school in Week 2 of Term 1 next year to talk about their HSC experience with Year 11/12 students. If this sounds like something you would be interested in doing, please let her know on the day or send her an email (raelene.allen1@det.nsw.edu.au).

If you have any questions, please contact the school office on 9543 7000.

Regards,

B. Ellevsen
Principal

R Allen
Deputy Principal

N Hennessy/K La Rosa
Year Advisers