

OSAP 600.06.1 ANNEX B - REPORTS

FINANCE/ADMINISTRATION/PURCHASE

DND Dependants Schools Overseas

Monthly Maintenance – Annual Teachers Leave Report

School: _____ School Year: _____.

| Month | Enrolment end of month | Days Open | TEACHER DAYS ABSENT FOR | | | | | Other |
|-----------|------------------------|-----------|-------------------------|------------|---------------|---------------------|-----------------|-------|
| | | | Illness | Misc Leave | Special Leave | Compassionate Leave | Maternity Leave | |
| August | | | | | | | | |
| September | | | | | | | | |
| October | | | | | | | | |
| November | | | | | | | | |
| December | | | | | | | | |
| January | | | | | | | | |
| February | | | | | | | | |
| March | | | | | | | | |
| April | | | | | | | | |
| May | | | | | | | | |
| June | | | | | | | | |
| Total | | | | | | | | |

Distribution: one copy

DCBA 5

Date:

File

Signature of the School Principal

5301-3-6