



CLASS/GROUP ATTENDANCE SHEET

Term **1 2 3 4** (Please circle)

(Terms are aligned with school calendar, Queensland state schools)

Year

CLASS/GROUP												
TUTOR NAME							CONTACT PHONE					
VENUE							DAY			TIME		

Both Member Name and current year Receipt No. MUST be recorded			Initial attendance each week										
			Class Dates (Day and Month) to be recorded in the first row below										
Member Name/ Green tick	Receipt No.	Phone No.	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /
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Member Name / Green Tick	Receipt No.	Phone No.	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /	dd/mm /
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