

REQUEST FOR EXCUSED ABSENCE

NAME _____ PHONE _____

SECTION _____

DATE(S) TO BE EXCUSED _____

REASON FOR REQUEST:

Student signature: _____

PARENT Signature: _____

As a reminder, this request must be given to the Director **IN PERSON** at least **TWO WEEKS** in advance and must fall within the following criteria:

Absences and tardies from rehearsals outside of the school day may be excused for the following situations:

- a. Medical emergency or personal injury (with note from doctor or parent AND parental phone call.)
- b. Death in the family
- c. Religious holiday*
- d. Special Circumstance* (as determined by director through prior communication with parents)

*These **MUST** be approved by Mr. Whitlock or Mrs. Boerma (for the respective classes) at least **TWO WEEKS** in advance.

.....
(For Office Use Only)

Absence is:

_____ Excused
_____ Unexcused

Unexcused absences may result in disciplinary action or possible dismissal from the band program.