



Absence Request Form 2011-2012 Season

This form must be turned in for EVERY missed rehearsal,
or request to arrive late or leave early, without exception.

Name: _____ Instrument/Guard: _____

Date submitted: _____ Date of absence: _____

I will be missing for (check one): Whole rehearsal: Part of Rehearsal Time at rehearsal: _____

- Attendance is mandatory for all rehearsals, sectionals, home football games, concerts and competitions.
- This form is to be used in extraordinary circumstances when the student is either sick or has a conflicting event that they are unable to schedule around our rehearsals.
- A maximum of two excused absences will be allowed for both fall and spring seasons. All excused absences will not exceed 4 for the year.
- **There are no unexcused absences** - this form must be completed for every missed rehearsal. Failure to complete this form will result in non-participation in the next event.
- This form must be signed by a parent or guardian.
- Any sickness or last minute family emergencies must be called into the office (714-628-5317). Email is not an acceptable form of communication with regards to absences.

The following excuses are considered unacceptable: errands, studying, practice, jobs/employment, non-school performances. It is expected that students will organize their schedules around these activities so they do not interfere with our rehearsals.

Reason for absences (complete **one** section)

Family / Other Reason: _____

Sick Note: If you are ill on the day of a rehearsal, please call the office and turn in this completed form the following week. If you are ill for two consecutive weeks, you must also provide a note from a physician.

Nature of Illness: _____

Parent / Guardian Signature (form not valid without this signature): _____

Office Use Only

Acceptable: YES NO

Follow-up Calls: _____

Contact: Randy Ames, Director of Bands
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