

ABSENCE FORM

This form must be submitted at least one month prior to the scheduled activity, or immediately following an emergency absence. It will be kept on file for reference during the grading period.

Date Request Submitted: _____

Student Name: _____

Ensemble: _____

Date of Absence/Event : _____

Attendance Policy:

A musical ensemble cannot function without the commitment of all members. Students are expected to plan ahead and mark important dates on their calendar, in order to avoid schedule conflicts. All rehearsals, performances, and other events are important elements of the curriculum and are therefore mandatory; to pass this course you must attend all scheduled events. In the event of any unavoidable absence, the Director must be notified with an Absence Form, which can be found on the music website. Students are expected to submit this form one month in advance, or immediately following an emergency absence.

“I request that my son/daughter is excused from the activity listed above. Below I have outlined in detail the reason for this request.”

Parent Name: _____

Parent Signature: _____