

Request for Absence from Scheduled Band Events

(Intended to Promote Student Responsibility)

You may request permission for an excused absence under certain circumstances.

****Every absence results in a grade reduction. Students who qualify for an excused absence have the option of restoring their grade with a make-up assignment according to the conditions listed below.****

Examples of such occasions include but are not limited to:

Planned hospitalization (physician's note required)
Planned major family event (travel, wedding)

Family religious observance (parent note required)
Serious illness or injury (physician's not required)

To be excused, an absence must be approved one calendar week in advance and will require supporting documentation (physician and/or parent note). **All absences (except for serious illness or injury) must be cleared with Mr. Coachman one calendar week in advance.**

Student's Name: _____ Today's Date: ____/____/____

Student's Signature: _____ Date: ____/____/____

Parent's Signature: _____ Date: ____/____/____

Event or Activity to be Missed: _____ Date: ____/____/____

If absence is excused, you may make it up to receive credit. The director will choose one of the following options:

- | | |
|---|--|
| 1. Extra supervised rehearsal session after school | 2. Writing assignment relevant to event missed |
| 3. Detention with a task to reflect on missed event | 4. Other project proposed by the director |

YOU MUST PROVIDE MAKE-UP DATE OPTIONS WITHIN ONE WEEK

Choice 1: ____/____/____ Choice 2: ____/____/____ Choice 3: ____/____/____

Reason for absence: _____

Comments from parents (optional): _____

****All make-up assignments must be cleared with the director****
****All physicians' notes are due to the director upon your return****

FOR TEACHER USE ONLY

Director's Response

Excused absence (pending make-up) _____ Unexcused absence _____

Make-up complete _____ Date of Make-up ____/____/____ Incomplete _____

Director's Signature: _____ Date received: ____/____/____

Recorded