

BOLIVAR HIGH SCHOOL BAND ABSENCE FORM

Request for Excused Absence, Tardy, or Early Departure

Attendance can have a tremendous effect (both positive and negative) on a performing group's quality. It can also have a serious effect on a student's grade. Be responsible and complete the form in a timely manner. Except in cases of sudden illness, absences require notice to be given two weeks prior to the event date.

In unpredictable situations like sudden illness or car trouble, please make every effort to contact me via cell phone (770-0150). An answering service is always available for you to leave a message.

When using this form to request a future excused absence, please follow up with the Director within three (3) days of submitting this form. You may complete the form at home and email it to steve@pianodesk.com or you may print out the form and submit it directly to the Band Office.

NAME _____ INSTRUMENT/AREA _____

PHONE _____ EMAIL _____

<u>DATE OF EVENT</u>	<u>REQUEST</u>	<u>ENSEMBLE</u>	<u>TYPE OF FUNCTION</u>
_____	_____ ABSENCE	_____ MARCHING	_____ FULL REHEARSAL
<u>DATE SUBMITTED</u>	_____ TARDY	_____ JAZZ	_____ SECTION REHEARSAL
_____	_____ EARLY DISMISSAL	_____ CONCERT BAND	_____ PERFORMANCE
		_____ GUARD	_____ OTHER (SPECIFY)

STATE WHY THE REQUEST IS NECESSARY:

PARENT SIGNATURE _____

FOR OFFICIAL USE ONLY:

ACTION EXCUSED NOT EXCUSED

ENSEMBLE DIRECTOR _____