

ABSENCE FORM

This form must be completed and turned in one week in advance of any anticipated absence of a performance or practice by a band student. Turning in this form does not automatically excuse the absence, but rather allows the director to examine the situation and make a decision. (Excluding extreme emergencies)

Student Name _____ Today's date _____

Date of anticipated Absence _____

Reason for absence _____

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- Please be specific! The policy is quite simple – if the school will excuse it, we will excuse it. If the school will not, we will not. The school does not consider “Important matters or family matters” excusable.

Rensselaer Central Schools will excuse for Death in the Family, Religious Holiday, and Illness with a doctor's excuse. The doctor's excuse must be submitted to the school attendance office and a copy placed on file with the Director of Bands.

Parent Signature

Student Signature

All forms must be submitted to the Director of Bands and will remain on file in the band office for a period of one year.

APPROVAL

Director's Signature

Date _____