

Absence Request Instructions

Dear Parents and Students,

Please understand that all band rehearsals and performances are mandatory unless special approval is received from the Directors. Examples of legitimate excused absences include: family weddings, out-of-town family commitments, death in the family, personal injury, and conflicting school commitments after all options have been discussed with coaches and club advisors. While emergencies may occur, it is the student's responsibility to inform the Band Directors of any known schedule conflicts AND to submit this form in a timely manner. All absences will be documented. Absences from band without this form will be considered unexcused and the student must speak directly to the director of the ensemble. All excused absences will require a make-up assignment to be completed by the student. Unexcused absences may receive zero credit for the required rehearsal and/or performance.

Please note that jobs and transportation are not acceptable excuses to miss a rehearsal or performance. The band schedule has been made known to all participants well in advance to allow ample time to request off from work. If you have a transportation issue, please contact a Director for assistance with finding rides.

IF SUBMITTING THIS FORM, YOU **MUST** TALK TO MRS. TYRRELL OR MR. CLEMENS ABOUT THIS ABSENCE TO CONFIRM.

On Wednesday of each week before the games will be the last time we will accept absence requests. Please fill out your requests ahead of time.

This year, we are doing absence forms electronically. Please go to the link below to fill out an absence request form. This link will be sent out via Remind and will always be located on the band website.

(www.shakerbands.org) If you do not have access to fill this out, speak to Mrs. Tyrrell.

Absence Request Form:

(Google Forms)

