

# Kastner Intermediate Instrumental Music - Excused Absence Form

Please use this form for events outside of the school day **only**. Absences from periods 0-6 should be cleared through the school attendance office. Only absences for specific and unavoidable conflicts will be approved & excused.

Please fill out this form completely and turn it in to the Bandroom mailbox as soon as you are aware of the absence.

Name: \_\_\_\_\_ Today's Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Ensemble: \_\_\_\_\_

Event/Rehearsal Missed: \_\_\_\_\_ Date of Event Missed: \_\_\_\_/\_\_\_\_/\_\_\_\_

Actual Time Missed:  Whole Event/Rehearsal  Partial Event/Rehearsal-Time missed: From: \_\_\_\_\_

Please describe in detail the reasons for missing the above event: \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

*"I understand the attendance policy for the ensemble I am participating in and that I may not perform if I miss a rehearsal the week of a performance. I also understand that an alternate assignment may be assigned due to my absence."*

Student Signature: \_\_\_\_\_ Parent Signature: \_\_\_\_\_

<p><b>For Office Use Only:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved - Reason _____</p>
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Revised: 8/23/14

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