

**SOUTH-DOYLE HIGH SCHOOL DEPARTMENT OF BANDS  
REQUEST FOR EXCUSED ABSENCE OR TARDY**

This form is to be used for rehearsals and/or performances outside of regularly schedule class time. Absences from school are handled according to school policy. In addition a student who is not present at school for at least 1/2 of the day, may not be allowed to participate in an activity scheduled for that day (in accordance with Knox Co. policy).

NAME : \_\_\_\_\_ DATE OF REQUESTED  
ABSENCE/TARDY : \_\_\_\_\_

ABSENCE                       TARDY                       EARLY DEPARTURE

PERFORMING ENSEMBLE (ie. Hoop Band, Marching Band, Wind Ensemble etc.) :

\_\_\_\_\_  
PLEASE STATE COMPLETELY WHY THIS REQUEST IS NECESSARY :

Your participation is of vital importance to this group's success. In addition, attendance has a direct effect on your grade. Please submit this form no later than two (2) days after the date entered above for emergency cases. Request for an excused absence or tardy for a non-emergency situation should be submitted at least two (2) weeks in advance.

DATE SUBMITTED : \_\_\_\_\_

STUDENT SIGNATURE : \_\_\_\_\_ PARENT SIGNATURE : \_\_\_\_\_

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FOR BAND OFFICE USE ONLY

EXCUSED

DIRECTOR OF BANDS INITIALS \_\_\_\_\_

UNEXCUSED

DATE \_\_\_\_\_