

# THOUSAND OAKS HIGH SCHOOL BAND

## PRIOR PERMISSION FOR ABSENCE

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One-week prior notice is required for any planned absence as per School District policy. The teamwork required of Band members makes prior notification vital. All performances and rehearsals are mandatory. If a planned absence is unavoidable, complete this form and return it to the band office **at least one week before a rehearsal absence and two weeks before a performance absence**. Example of unavoidable absence: long-term illness, funeral, etc.). Please remember to try to make all appointments such as orthodontist, dental, physicals, eye, allergy, driving school, etc., during off time.

This form is for the use of the Band Director. School Policy requires you to clear all class absences through the attendance office. Please refer to the band handbook for attendance and grading information.

Student Name: \_\_\_\_\_

Section/Ensemble: \_\_\_\_\_

Reason for Absence: \_\_\_\_\_

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Absence Begins: \_\_\_\_\_  
Day Date Time

Absence Ends: \_\_\_\_\_  
Day Date Time

\_\_\_\_\_  
Student Signature Date Parent Signature Date

**For Office Use Only:**

\_\_\_\_\_  
Director's Signature Date Excused  Not Excused