

Warren Central Band and Guard

Request for Excuse or Absence

Student Name: _____
(Please Print Clearly) Last Name First Name Instrument

Parent/Guardian Name: _____
(Please Print Clearly) Last Name First Name

Request for Excuse: ABSENCE TARDINESS/LATE ARRIVAL LEAVING EARLY
(Circle one of the options)

From Which Activity: (Band Practice, Football Game, etc.) _____

Date To Be Excused: (Month / Day / Year) _____

Date Turned In: (Month / Day / Year) _____

Phone Voicemail/Email to Band Directors: YES NO
(Circle one of the options)

Student Signature: _____

Parent/Guardian Signature: _____

Phone Number: _____

Reason: (Please be specific, as vagueness may cause an unexcused absence; one word reasons will not be enough.)

Approved / Disapproved
(Directors Will Decide)

This form requires a Parent/Guardian's signature for validation and must be delivered to Ms. Gervasio's office. The mere act of submitting this form does NOT necessarily mean your absence will be approved. Forms should be turned in PRIOR to any Absence, Tardiness, or Early Leave, and should be accompanied with a note from a Parent, Physician, Supervisor, Etc. whenever possible. Please contact Ms. Gervasio with any questions regarding attendance.

Office Phone: 317.532.6200 Ext: 6273 **Email:** ggervasi@warren.k12.in.us