

Brecksville-Broadview Heights High School Orchestra  
**ABSENCE REQUEST FORM**

Student's Name \_\_\_\_\_ Today's Date \_\_\_\_\_

Date of Requested Absence: \_\_\_\_\_

All concert absences, excused or unexcused, will require a make-up assignment to be determined by the director. Concerts may have an additional out of school dress rehearsal.

**EXCUSED ABSENCES FROM PERFORMANCES/ REHEARSALS**

- 1. Personal illness - advance notice appreciated.
- 2. Death in family.
- 3. Vacations WITH PARENTS.

**UNEXCUSED ABSENCES FROM PERFORMANCES/ REHEARSALS**

- 1. WORK IS NOT CONSIDERED AN EXCUSED ABSENCE
- 2. *Observation* of other school activities or other performance groups (COYO) is not considered an excused absence.
- 3. Any excuses listed above for which the student has not given 2 weeks advance notice (written notification).
- 4. Any excuse not listed above. This includes miscellaneous excuses that have not been approved by the Director.

**Reason for Requested Absence:**

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\_\_\_\_\_  
Student's signature

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Parent's signature

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Director's signature

\_\_\_\_\_  
**EXCUSED**

\_\_\_\_\_  
**UNEXCUSED**

**THIS FORM MUST BE SUBMITTED AT LEAST ONE WEEK  
PRIOR TO THE REQUESTED ABSENCE**