

Silver Creek High School Orchestra

Notification of Absence/Tardy

Name: _____

Concert Ensemble (circle one): Symphonic Orchestra Small Ensembles Concert Orchestra

Date(s) of Event(s) _____

- I will be absent from the entire event
- I will be late. I plan to arrive by _____.
- I will need to leave early. I need to leave by _____.

Reason for Absence/Tardy _____

Is this a Silver Creek High School event that conflicts? Yes No

Student

Parent/Guardian

Coach, Event Sponsor

Silver Creek High School Orchestra Attendance Policy

1. The earlier you inform your director of your absence, the longer you will have to complete the make-up
 - a. If you submit the form in the first four weeks of the year – you are automatically excused and no makeup is required
 - b. For all absences that were planned, you get approximately the same amount of time to complete your make-up as you gave us notice – for example, if you tell us the day before – you get one day; if you tell us a month before you get a month
 - c. If your absence is for a reason that obviously could not have been foreseen (illness/emergency, etc), you will get a reasonable amount of time after returning to complete the makeup assignment.
2. All notifications must be filled out on this form **and have all necessary signatures**
3. Any student who is absent from more than half of the regular school classes on the day of a performance (due to illness) is considered too ill to attend the performance that night and will be required to fill out a notification and perform the necessary make-up work.
4. Remember: A performance in orchestra takes priority over a rehearsal or practice elsewhere. A performance or game elsewhere takes priority over a rehearsal for orchestra. If they are of equal priority, we will negotiate to make it as fair as possible for both events. When making your schedule please keep in mind that Orchestra is a class for which you receive both credit and grades. Having to work at a job is not an excusable absence.

For Director Only:

Date received: _____

Final Makeup Score _____

Makeup work assigned:
