



**ABSENCE REQUEST FORM**

I am requesting approval for my child to miss team practice. I understand that missing practice has a significant impact on the team’s ability to effectively practice that day and may result in rearrangement of my child’s position in the routine, if that benefits the team as a whole.

**Team practice absences ONLY** can be considered for pre-approval when **submitted at least 14 days in advance**. All team practice absences (even for school functions or pre-planned vacations) *not pre-approved* with this form 14 days in advance are considered unexcused.

ATHLETE’S NAME: \_\_\_\_\_ TEAM: \_\_\_\_\_

DATE(S) TO BE ABSENT FROM **TEAM** PRACTICE: \_\_\_\_\_

REASON FOR ABSENCE: \_\_\_\_\_

DOES THIS ABSENCE INVOLVE A SCHOOL GRADE? ( ) YES ( ) NO

EMAIL TO BE REACHED: \_\_\_\_\_

PARENT SIGNATURE: \_\_\_\_\_ TODAYS DATE: \_\_\_\_\_

\*\*\*\*\*

( ) APPROVED

( ) NOT APPROVED (UNEXCUSED)

( ) LESS THAN 14 DAYS NOTICE

( ) OTHER: \_\_\_\_\_

X \_\_\_\_\_

X \_\_\_\_\_

COACH SIGNATURE:

GYM OWNER’S SIGNATURE:

**DO NOT FAX OR EMAIL THIS FORM**  
**Please bring this form to the coaches’ mailbox located in CHEER GYM**