



## PLANNED ABSENCE REQUEST FORM

Per the current Parent/Athlete Handbook only one planned absence may requested per club season due to vacation or trip, not to exceed 3 (three) consecutive practice days. The Director should be notified by note or email at least 2 (two) weeks prior to the practice or tournament to be missed. Text messages will not be accepted as written notice.

**Date of Request** \_\_\_\_\_

**Athlete Name** \_\_\_\_\_ **Team** \_\_\_\_\_

**Dates Absent** \_\_\_\_\_

COACH (please list your athlete's coaches)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COACH (please sign off that athlete)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Athlete Accounting: Current number of days absent \_\_\_\_\_

\_\_\_\_\_ Administration approves the planned absence for the athlete stated above.

\_\_\_\_\_ Due to poor attendance, administration does not approve the planned absence for the athlete stated above.

Administration

Date

www.st7volleyballclub.com \* st7volleyball@gmail.com \* 786-479-8237

*"Train a child in the way he should go, and when he is old he will not turn from it" Proverbs 22:6*