ATTENDANCE POLICY

We are trying to maintain a positive work atmosphere. We value the time that you give to our production and we want to make sure that we run Stage Crew as efficiently as possible. The following policy will be in place effective immediately.

The attendance policy is as follows:

1. If you are sick and absent from school, you must bring a note from a parent explaining your absence the next day (you may even use the same note you bring to the attendance office).

2. If you leave school early due to sickness, you must bring a note from a parent explaining your absence.

3. If you need to miss a portion or all of rehearsal for any reason other than sickness, you must obtain an absence form from the CHS Theater website and turn it in at least one week prior to the absence date. We will then let you know if the absence has been approved. Turning in an absence request form does not guarantee an excused absence.

Consequences for Unexcused Absences:

First of all, nobody should ever have any unexcused absences. There is simply no reason for it. Two unexcused tardies equal one unexcused absence.

1st unexcused absence- conference with student and contact with parent

2nd unexcused absence- you must work 3 additional hours outside of regular class hours to make up the time you missed. Your parents will be notified of your absence. If you fail to make up your time by opening night, you will now have 3 unexcused absences.

3rd unexcused absence- You will be added to "Pre-show" crew. In addition to you regular crew duties, you must come after school on show days and prepare the house and stage for the nights performance. This will include picking up any trash, sweeping and mopping the entire space. If you fail to show up for these duties you will be removed from the crew.

4th unexcused absence- You will be removed from the crew. **This will drastically affect your grade.**

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I have read, understand and agree to follow the attendance policy.

Student Name _____

Student Signature _____

Parent Signature _____