

High School Sports Team Attendance Checklist

Ensure your **high school sports team attendance checklist** includes player names, contact information, and practice schedules for efficient tracking. Regularly updating the list helps maintain organized records and promotes team accountability. This checklist is essential for coaches and team managers to monitor participation and manage events effectively.

Team Information

- **Team Name:** _____
- **Coach/Manager:** _____
- **Season:** _____

Player Attendance Checklist

| # | Player Name | Contact Number | Email | Parent/Guardian Contact | Practice Dates | Present | Notes |
|---|-------------|----------------|-------|-------------------------|----------------|--------------------------|-------|
| 1 | _____ | _____ | _____ | _____ | _____ | <input type="checkbox"/> | _____ |
| 2 | _____ | _____ | _____ | _____ | _____ | <input type="checkbox"/> | _____ |

Practice & Event Schedule

- **Date:** _____ **Time:** _____ **Location:** _____
- **Date:** _____ **Time:** _____ **Location:** _____

Checklist Tips

- Update attendance after each practice, game, or event.
- Use notes to track tardiness, injuries, or excused absences.
- Review and share regularly with team members and parents for transparency.