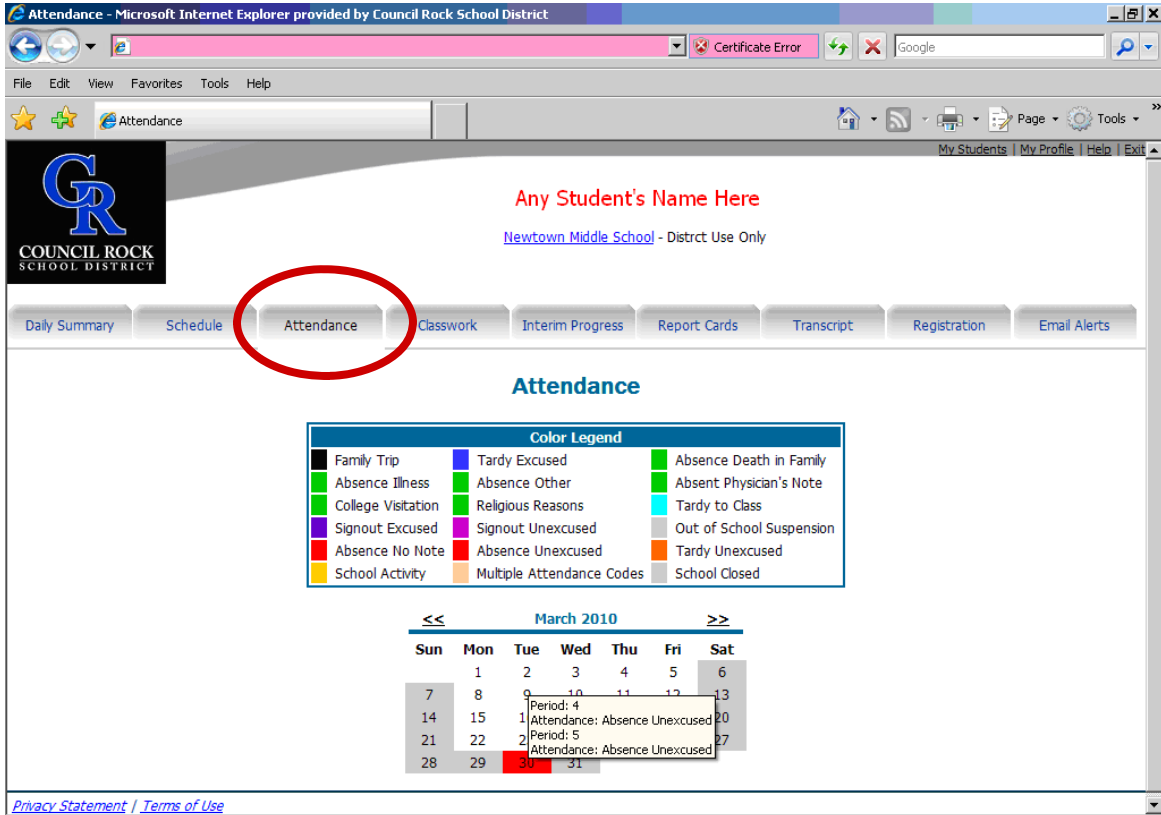


Viewing Your Child's Attendance Records Online

When you log on click on the Attendance Tab to view this screen:

In order to assist you in interpreting your child's attendance record, the screens below are a facsimile of what you will see when you log on to the attendance portal. Please remember that we take attendance for each class period. Your child is absent for the day only if he/she is marked as such each period with an AN or FT. To see the exact periods for which your child is marked absent, place your cursor directly over the date in question and the details will appear in the cream-colored box.



Attendance

Color Legend		
Family Trip	Tardy Excused	Absence Death in Family
Absence Illness	Absence Other	Absent Physician's Note
College Visitation	Religious Reasons	Tardy to Class
Signout Excused	Signout Unexcused	Out of School Suspension
Absence No Note	Absence Unexcused	Tardy Unexcused
School Activity	Multiple Attendance Codes	School Closed

March 2010						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	1	2	3	4	5
21	22	2	3	4	5	6
28	29	30	31			

Hover your mouse pointer over a specific date to find out more details about that Attendance issue. Red blocks do not necessarily mean a student was absent all day. It might have just been an absence from a single period.

For more assistance try the help menu in the upper right hand corner of the screen.

