

<u>Attendance Code</u>	<u>Description</u>	<u>Excused</u>	<u>Funded</u>
A	Excused Absence - Communication, Note, or Documentation was turned in for a reason that the school considers excused but is unrelated to any school activities.(Non-School Sports, Admin Approved Reason)	Yes	No
ABS	Unexcused Absence - Default Absence code when a teacher marks a student absent. Likely No Communication, Note, or Documentation was turned in.	No	No
B	Excused Over a Phone Call - Approved Guardian calls to report an excusable reason for their student's absence.	Yes	No
C	Court Appearance - Student is summoned to Court and has provided appropriate documentation from the Court.	Yes	Yes
D	Doctor's Note - All Day Absence Excused for Medical Purposes.	Yes	No
DL / DP	Driver's License / Driver's Permit - Appropriate documentation from DMV has been received.	Yes	Yes
E	Extracurricular Absence - School related activity. Teacher's & Coaches must report the group rosters to the attendance clerk in order to ensure those students are coded correctly. (Pep-Rally, School Sports, Ect.)	Yes	Yes
F	Funeral - Approved guardian or parent calls or sends in note.	Yes	No
FT	Field Trip - Approved school related trip rosters are to be sent in to the attendance clerk to be coded accurately.	Yes	Yes
G	Nurse Sent Home and must be symptom free before returning. Nurse will communicate this to the attendance clerk.	Yes	No

I	ISS - In School Suspension. List of students will be reported to the attendance clerk by ISS Instructor or Admin.	Yes	Yes
J	CPS Visit - Appropriate documentation is turned in from DPFS	Yes	Yes
L	Parent Note (6-week limit has been exceeded) - 3 parent note excuses are approved per a 6-week period. (At home sick, family emergency approved by Admin, ect.)	No	No
Lt	Later than 15 minutes, but still showed up to class without an excused pass. Students lose credit towards that period for the day.	No	Yes
M	Medical Excuse - Student was on campus or at school related activity for any part of the school day before or after attending a medical appointment. Appropriate documentation has been approved.	Yes	Yes
N	Nurse Sent Home - Approved to return the following day.	Yes	No
O	Opportunity Center - Marked present at the Opportunity Center	Yes	Yes
OA	Opportunity Center Absent - Marked absent at the Opportunity Center and no other communication was documented.	No	No
PN	Parent Note - Excused reason listed and parent note limit per 6 weeks has not been exceeded.	Yes	No
Q	On Campus - Teacher/Admin has communicated that a student is with them during a certain period of time during the school day for an approved reason.	Yes	Yes
REL	Religious Holiday Approved by the District as excusable.	Yes	Yes
S	Suspension - Admin communicated list of suspended students, suspension cannot exceed three days in a row.	No	No
SKI	Skippping - Communication that verifies a student was not where they were supposed to be on	No	No

	campus, without an approved reason is documented.		
USC	U.S. Citizenship - Documentation provided	Yes	Yes
V	College Visit - Approved letterhead from College or high school visit form has been filled out, signed and turned in. (Students can pick up college visit forms in the counselor office.)	Yes	Yes
X	Received a parent note for an unexcused reason.	No	No