

Online Tutorial: Choosing an Attendance Code

Beginning in the fall of 2009, new attendance codes should be used.

Updated Attendance Codes - Effective Fall 2009		
Code	Definition	ADA?
(blank)	Present	ADA
T	Tardy	ADA
F	Excused Absence - School Function <i>Includes field trips, sporting events, etc.</i>	ADA
E	Excused Absence - Out of School <i>Includes sick with a parent's or doctor's note</i>	No ADA
I	Suspended in School	ADA
S	Suspended Out of School	No ADA
H	Home/Hospital <i>Only to be used for students on medical leave or home study approved by a doctor</i>	ADA
X	Truant - Unexcused Absence <i>Includes students more than 30 minutes late to a class</i>	No ADA