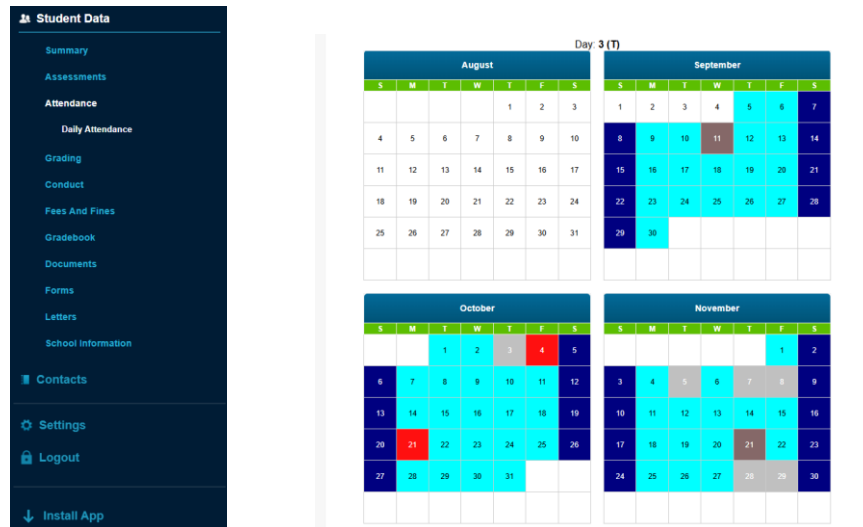


Checking Daily Attendance

- Once logged into your parent access account, click on the Attendance tab in the sidebar menu on the left side of your screen. When the Attendance screen displays you will see the Daily attendance screen.



- Towards the bottom of the screen, you will see your child's total absences and tardies, along with a legend explaining the color-coding.

Totals	
Possible Days	123/182
Total Tardies	4
Total Absences	6

Legend	
	Present
	Absent Unexcused (Elem)
	Absent Excused
	Tardy - Excused
	Tardy Unexcused
	Weekend
	Holiday
	Emergency Closure
	Present - Home Instruction
	Not on Roll
	Snow Day

*To have unexcused absences and lates excused, you will need to submit valid excuse notes to the main office of your child's school within 10 days.