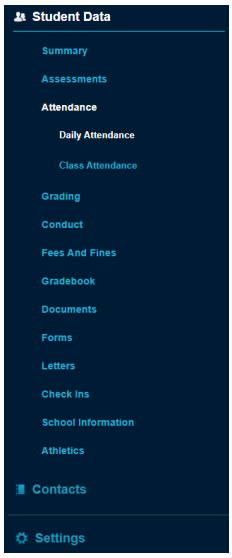
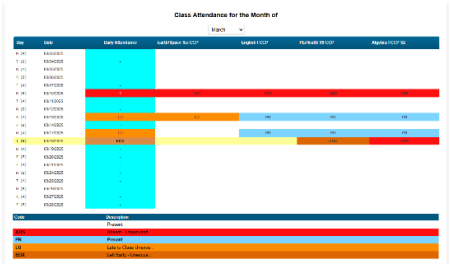
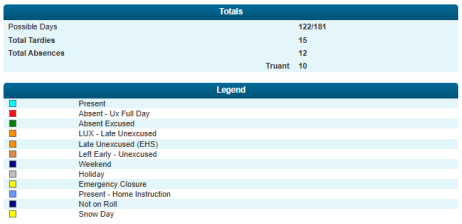
Checking Class Attendance

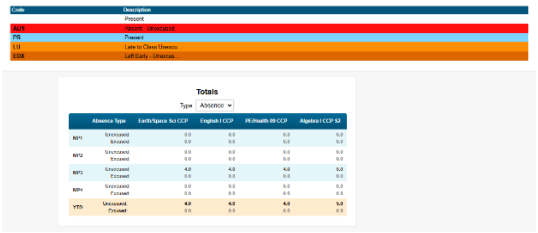
1. Once signed into Genesis Parent Access, you will need to navigate to the Attendance tab in the sidebar menu on the left side of your screen. This gives you two options: Daily Attendance and Class Attendance. Daily attendance gives you the attendance for the school day and class attendance gives you the attendance for each individual class.





2. Towards the bottom of the screens, you will find the total number of absences and tardies, along with a legend explaining the color-coding.





**Unexcused Absence* and *Unexcused Late* are indicated in Red and Orange. To have them excused, you will need to submit valid excuse to the Attendance Office within 10 days.

REMEMBER: Your student may lose credit for courses having excessive unexcused absences, tardies and lates.