



Creating an Absence by Phone

Step 1:

- Call the toll-free, interactive telephone system at **1-888-905-5815**
- Follow the instructions to report an absence.
- If the phone number you are calling from matches a phone number on file with the school for your student(s), you will hear your student'(s) name(s). If the system doesn't recognize your caller ID, you will be asked to enter a number associated with a student.

Absences can be reported in advance:

- 24 hours/day
- 7 days a week
- For any school day in the school term
- Up to the cut-off time on the day of the absence.

If you have difficulty using the toll-free phone line, please consider using the Powerschool mobile app or MyPowerHub website. Otherwise, contact the school directly.