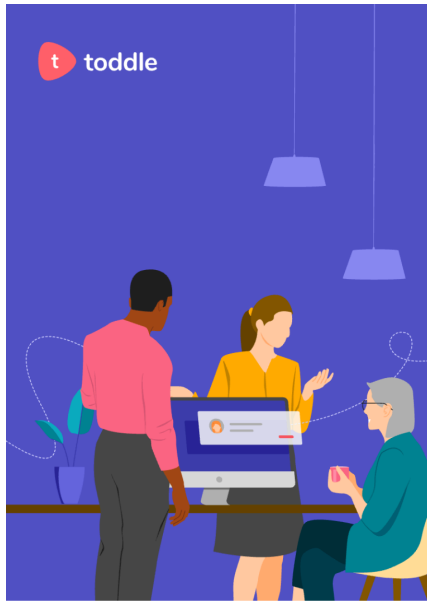


How to submit an excusal in Toddle

1. Go to web.Toddleapp.com and click on Family account or download the app on your mobile device. Toddle Family.



Welcome to Toddle!

Choose an account type to proceed



Teacher account

I'm an educator/school admin/IT specialist



Student account

I'm a student



Family account

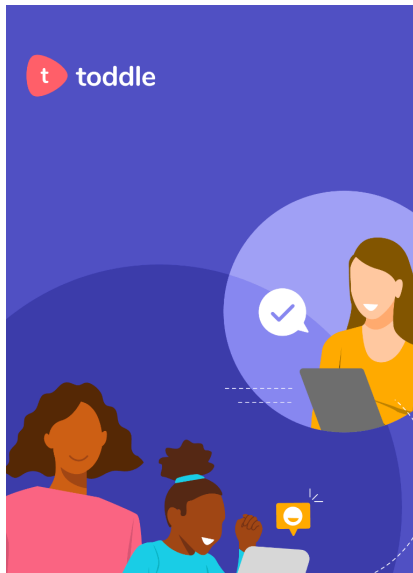
I'm a family member



School workspace →

Here as a visitor? [Sign-in here](#)

2. Click on Email/Phone number



© Toddle home

Family account

Sign in with



Email/Phone number



Google



Microsoft



Lex



Your school

or

Don't have an account? [Create new](#)

3. Enter the email address registered with the school
4. Open your email, find the Toddle email with the One-Time Password (OTP)
5. Go back to Toddle and enter the OTP

⏪ Family account

Sign in with email/phone

Email/phone*

[Change email](#)

Email registered with school

OTP*

• • • • •



[↻ Send again](#)

Sign in

6. Click on Attendance and Excusals

 Home

 Singapore American School

 School announcements

 School policies and resources

 Timetable

 Attendance and excusals
100%

 Student Profile

 Portfolio

Switch between children

7. Click on Request an excusal

The screenshot shows the 'Attendance' page for a user. The top header includes a navigation bar with a back arrow, a profile icon, and the title 'Attendance'. On the right, a summary box shows '100%' attendance for '2/2 days' with an information icon and a 'Request an excusal' button. The main content area is titled 'All records' and displays a calendar for August 2026. A red arrow points from the text 'Click here to request excusal' to the 'Request an excusal' button. The sidebar on the left shows a 'Category-wise breakdown (%)' table.

Attendance

100% Attendance (days) (2/2 days) ⓘ Request an excusal

All records

Click here to request excusal

August 2026

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

Category-wise breakdown (%)
Year-to-date percentage of each attendance category out of total attendance marked

Present	100 %
Excused	0 %
Unexcused	0 %
Tardy	0 %
Uncategorized	0 %
Excused all day	0 %

8. Enter the details of the excusals and click on send

Provide excusal details



Please provide the duration and reason for the excusal.

Duration type

Single day



Multiple days



Partial day



Date



13 Aug 2026

Reason*

Enter reason for excusal



Add attachment

Cancel

Send

If you have any questions please reach out to ithelp@sas.edu.sg