PowerSchool Attendance Codes

All absences are counted in Chronic Absenteeism **RED = UNEXCUSED**

SC code	**Description**	**SC Status**	Code Applied When….	**Required Documentation**
SC-AH	Administrative Hearing	Absent	Absent due to an assigned BCSD Hearing - disciplinary or truancy (TIP)	School provided when scheduled
SC-BRV	Bereavement	Absent	Death in immediate family only; limit 5 days per occurrence	Obituary within 5 days
SC-BTRD	Bus Tardy	Present	School bus is late	School provided on the day of late bus
SC-COL	College Visit	Present	Prior approval by principal to post-secondary site; limit 3 per year	School tour appointment confirmation
SC-COVD	COVID	Absent	Medical diagnosis of COVID	Medical note within 3 days
SC-DSML	Dismissal	Absent	Early dismissal from school; must be before 2:15PM for Elementary and 3:15PM for Middle & High Schools.	Parent/guardian pickup or note for with permission (include contact information)
SC-EDSM	Early Dismissal	Present	Early dismissal classification (3-class schedule or internship)	Reflected on PowerSchool schedule
SC-ETRD	Excused Tardy	Present	Arrival to school after start time. Limit 3 per year.	Any tardies due to lawful reason(s) should have a note for proper coding
SC-EX	Excused	Absent	Used only if no other code applies.	Reason will be added in PowerSchool
SC-FLU	Flu-Influenza		Medical diagnosis of the flu.	Written medical diagnosis within 3 days
SC-FT	Field Trip School Activity	Present	Principal approved trips; limit 3 per year; CTE and Athletics shall be excused for up to ten (10) school days per school year if the student is academically in good standing.	Parent permission slip as applicable
SC-IMNZ	Immunization	Absent	Missing one or more required immunizations	Appointment date confirmation to receive required immunization.
SC-ISS	In School Suspension (ISS)	Present	Assigned by administration per Progressive Discipline Plan	School provided

SC-LEG	Legal/Court	Absent	Absent due to court appearance.	Court paperwork with date of appearance
SC-MED	Medical	Absent	Student illness or scheduled appointment for health care	Documentation related to illness or appointment; **required if absent 3+ consecutive days**
SC-MIL	Military Compact	Absent	Deployed parent/guardian on leave; limit 5 days a year	Leave notice with dates
SC-NURS	Nurse	Absent	Sent home by the nurse due to symptoms	School provided
SC-ONST	On Site Services	Present	At school participating in an approved event other than assigned class.	School provided
SC-OSS	Out of School Suspension (OSS)	Absent	Assigned by administrator per Progressive Discipline Plan	School provided
SC-PA	Principal Approved	Absent	Absences due to extreme hardship or extenuating circumstances; up to 3 days per year. Prearranged when possible.	School provided
SC-PN	Parent Note	Absent	Criteria: 1) a student is ill and his/her attendance in school may endanger the health of the student or of others or 2) serious illness in the student's immediate family. ***Limit 5 per year (each day coded counts as one)***	***Documentation is required every time a student is absent***; must be submitted within three (3) days of the student returning to school. The excuse should include the; student's name; date(s) of the absence(s); reason for the absence(s); signature of the parent/guardian; and a telephone number.
SC-REL	Religious	Absent	Prior parent/guardian written documentation required.	Parent note with date(s)
SC-SKIP	Skip Code	Absent	If a 6-12th grade student cuts class or school.	School provided
SC-UEDM	Unexcused Early Dismissal	Present	Code used once a student has reached 4 days of early dismissal from school.	School provided
SC-UEPN	Unexcused Parent Note	Absent	1. Note provided for an absence that does not meet the excusable criteria listed in SC-PN 2. The limit of excused parent notes (SC-PN, 5 days per year) has been exceeded.	School provided; note kept on file

SC-UNEX	Unexcused/ Unverified	Absent	The student is absent with no knowledge or notification from parent/guardian.	N/A
SC-UTRD	Unexcused Tardy	Present	The student is late to school without parent/guardian documentation/check in.	N/A
SC-WBL	Work Based Learning	Present	Enrolled in a district approved work-based experience.	Reflected in PowerSchool schedule
SC-WTHR	Weather	Absent	District use only	District provided

School attendance emails:
https://docs.google.com/spreadsheets/d/1qtyLVEc5FKKNsNT8RmSmcg5asaGeyBueCfSdvf-vhHc/edit?usp=sharing