

Absence Codes

ABSENCE/ATTENDANCE CODES:

- A -** UNVERIFIED ABSENCE - RAW ABSENCE – No contact has been made with parents
- B -** BUS FAILED TO PICK UP STUDENT - Absent WHOLE day
- \$ C -** INDEPENDENT STUDY CONTRACT - Credit has been earned – 5 days or more (does not apply to Charter Schools)
- E -** EXCUSED - Personal or family emergency, Polinsky Center, 1st grade physical exclusion, Court Appt., Ethnic Holidays.
- \$ F -** FIELD TRIP
- G -** ON INDEPENDENT STUDY CONTRACT, NO CREDIT - Credit not yet earned or Credit denied - no penalty to student, considered an excused absence.
- H -** PARTICIPATION IN ON-CAMPUS ACTIVITIES- Testing, performances, rehearsals, or counseling, verified by a certificated staff member.
- I -** ILL, Doctor or Dentist appointment, Immunization Exclusion, Injury, Lice (3 days only)
- J -** JUVENILE HALL
- \$ K -** SATURDAY SCHOOL - Full day absence made up at Saturday School.
- M -** BEREAVEMENT - IMMEDIATE FAMILY - Parent, grandparent, sibling and other relatives living in the student's home: 1 day in Calif., 3 days out of Calif.
- \$ N -** IN-SCHOOL SUSPENSION
- O -** OTHER ABSENCES –Not to be used unless notified by Pupil Accounting office. For special circumstances ONLY
- P -** INDEPENDENT STUDY AGREEMENT – Credit has been earned – 4 days or less (except Charter Schools.)
- Q -** Unavailable for use.
- R -** RELIGIOUS HOLIDAYS (Rosh Hashanah, Yom Kippur only)
- S -** SUSPENSION
- U -** UNEXCUSED – Overslept (all day), on vacation, out of town.
- V -** SCHOOL VACATION – Unavailable for use
- X -** PENDING PLACEMENT
- Y -** Unavailable for use.
- Z -** TRUANT - CONFIRMED BY PARENT

TARDY OR LEAVE EARLY CODES:

- \$ D -** DETAINED IN OFFICE (Principal, VP, Nurse, Counselor)
- \$ L -** LATE OR LEAVE EARLY (EXCUSED) - Late or leave early due to Dr. Appt., Dental, Bus Late
- \$ T -** TARDY OR LEAVE EARLY (UNEXCUSED) 0 - 30 Minutes late or leave early, Unexcused
- \$ W -** TARDY OR LEAVE EARLY (UNEXCUSED) In excess of 30 Minutes

\$ = not an absence; funded by state