

## 2018-19 School Year

These are the attendance codes that may be seen on attendance on the GHS Parent Portal:

Teachers enter these codes during the school day.

**A** = absent from class

**T** = tardy to class (1)

Students who arrive late and either brings a note or has a parent call in to clear an absence will have their code changed by end of that day. The code letters used most often are:

**I** = illness, either called in by parent or with a hand-written note

**M** = Medical appointment confirmed with an actual doctor's note

**U** = Absent for any personal/non-medical reason, such as vacation taken during school days (2)

**E** = Excused/allowed non-medical reason such as a funeral, religious commitment, or court appointment

Other codes used by GHS include:

**V** = Verified absence - at school but not in class, such as counselor meetings or a field trip

**R** = truant (missed class without notice)

**S** = Suspension (disciplinary action)

**H** = Holiday

*All information per California Education Code (EdCode) 48205*

*(1) Students are considered late to school if they arrive after the 8:00am bell. Each individual teacher sets their classroom requirements. Some allow a few minutes' leeway; others are much more strict. Students will be advised of each teachers' policy during the first days of school.*

*(2) Personal absences are excused by the school (with exceptions). However, per CA EdCode, they are not considered allowable absences and show as truant on the portal.*