



**HERE FOR ME.  
HERE FOR YOU.**

**PEACE WAPITI PUBLIC SCHOOL DIVISION**

# ATTENDANCE CODES

**Working together to improve student attendance.**

**2018-2019**



## What is Here For Me, Here For You about?

This year, Peace Wapiti Public School Division (PWPSD) is changing its attendance practices to help increase regular attendance at school and look at how absenteeism impacts student development.

### A three-tiered approach:

- 1. Engage** communities about the importance of regular school attendance.
- 2. Empower** schools to use data to guide and improve practices.
- 3. Eliminate** barriers to attendance through timely and effective interventions.

### NEW 2018-2019 ATTENDANCE CODES

Code	Description	Present/ Absent Code	Notes
	Present	Present Code	Default attendance code for students in class.
<b>L</b>	Late/Leaving Early	Late	The student arrives to class more than 10 minutes after the start time. <ul style="list-style-type: none"> <li>If they arrive even one minute prior to the end of class, use this code.</li> <li>This code can also be used to identify students who leave school early for any reason.</li> </ul>
<b>PN</b>	Present Non-Instructional	Present Code	The student is in the infirmary or engaged in school-sponsored extracurricular activities. This includes attendance at school sporting events.
<b>ISS</b>	In-School Suspension	Present Code	The student is serving an in-school suspension for disciplinary reasons and is receiving instruction.
<b>CB</b>	Cancelled Bus	Present Code	The student is out of school because of transportation, weather, or infrastructure barriers.
<b>IL</b>	Illness	Absent Code	The student is out of school due to personal physical/mental health or injury.
<b>HA</b>	Health Appointment	Absent Code	The student is away for any type of health-related appointment, including all medical/dental appointments.
<b>AB</b>	Absent	Absent Code	The student is out of school due to truancy or unknown reason.
<b>OSS</b>	Out-of-School Suspension	Absent Code	The student is serving an out-of-school suspension. The student is not receiving instruction at the school.
<b>AF</b>	Absent Family	Absent Code	The student is out of school for religious or family reasons. Family reasons include lack of child care for a parenting student, extracurricular activities not sponsored by the school, care of a sick relative, legal proceedings, and bereavement/funeral.
<b>AV</b>	Absent Vacation	Absent Code	Family or student vacation.
The following attendance code is only applicable to Grades 10, 11 and 12 students at Beaverlodge Regional High School and Peace Wapiti Academy, as participants in the High School Redesign/Flex Project.			
<b>REL</b>	Released	Present Code	Students are not expected to be in attendance.