## **Attendance Codes, Descriptions & Meanings**

| Codes | Description                        | Meaning                     | Physical Meaning      |
|-------|------------------------------------|-----------------------------|-----------------------|
| /     | Present (AM)                       | Present                     | In for whole session  |
| \     | Present (PM)                       | Present                     | In for whole session  |
| В     | Education off site (no Dual reg)   | Approval Education Activity | Out for whole session |
| С     | Other authorised circumstances     | Authorised Absence          | Out for whole session |
| D     | Dual registration                  | Approved Education Activity | Out for whole session |
| E     | Excluded                           | Authorised Absence          | Out for whole session |
| F     | Extended family holiday (agreed)   | Authorised Absence          | Out for whole session |
| G     | Family holiday (not agreed)        | Unauthorised Absence        | Out for whole session |
| Н     | Family holiday (agreed)            | Authorised Absence          | Out for whole session |
| I     | Illness                            | Authorised Absence          | Out for whole session |
| J     | Interview                          | Approved Education Activity | Out for whole session |
| L     | Late (before registers closed)     | Present                     | Late for session      |
| Μ     | Medical/Dental appointments        | Authorised Absence          | Out for whole session |
| Ν     | No reason yet provided for absence | Unauthorised Absence        | Out for whole session |
| 0     | Unauthorised Abs                   | Unauthorised Absence        | Out for whole session |
| Р     | Approved sporting activity         | Approved Education Activity | In for whole session  |
| R     | Religious observance               | Authorised Absence          | Out for whole session |
| S     | Study leave                        | Authorised Absence          | Out for whole session |
| Т     | Traveller absence                  | Authorised Absence          | Out for whole session |
| U     | Late (after registers closed)      | Unauthorised Absence        | Out for whole session |
| V     | Educational visit or trip          | Approved Education Activity | Out for whole session |
| W     | Work experience                    | Approved Education Activity | Out for whole session |
| #     | School closed to pupils & staff    | Attendance not required     | Out for whole session |
| Υ     | Enforced closure                   | Attendance not required     | Out for whole session |
| Х     | Non-compulsory school age absence  | Attendance not required     | Out for whole session |
| Z     | Pupil not on roll                  | Attendance not required     | Out for whole session |
| -     | All should attend/No mark recorded | No mark                     | Out for whole session |