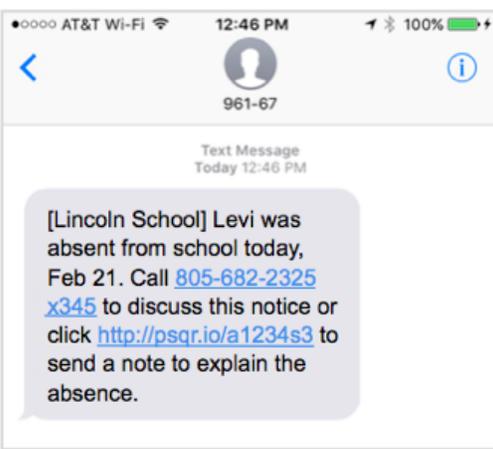
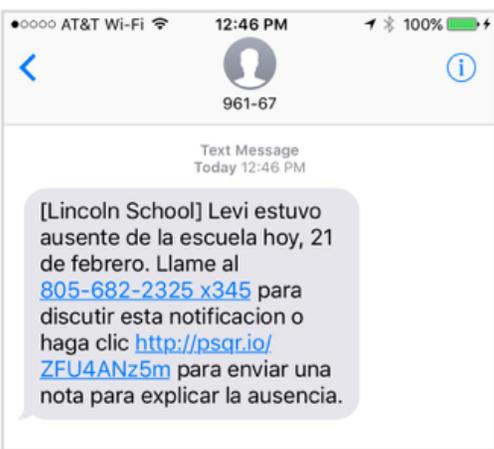


## Attendance Notices and Parent Notes

Attendance notifications are sent via email, text and voice for absent/tardy notifications. See examples of the text and email messages that are sent to parents:

### Text Notifications

	
<p><b>English</b></p>	<p><b>Spanish</b></p>
<p><b>Absent for the day:</b></p> <p>[Lincoln School] Jenny was absent from school today, May 4th. Call 555-555-5555 to discuss this notice or click <a href="http://psqr.io/a123">http://psqr.io/a123</a> to send a note to explain the absence.</p>	<p><b>Absent for the day:</b></p> <p>[Lincoln School] Jenny estuvo ausente de la escuela hoy, 4 de mayo. Llame al 555-555-5555 para discutir esta notificación o haga clic <a href="http://psqr.io/a123">http://psqr.io/a123</a> para enviar una nota para explicar la ausencia.</p>
<p><b>Absent from 1st and 3rd periods:</b></p> <p>[Lincoln School] Erica was absent from 1st and 3rd period today, March 27th. Call 555-555-5555 to discuss this notice or click <a href="http://psqr.io/a123">http://psqr.io/a123</a> to send a note to explain the absence.</p>	<p><b>Absent from 1st and 3rd periods:</b></p> <p>[Lincoln School] Erica estuvo ausente de 1er y 3er periodo hoy, 27 de marzo. Llame al 555-555-5555 para discutir esta notificación o haga clic <a href="http://psqr.io/a123">http://psqr.io/a123</a> para enviar una nota para explicar la ausencia.</p>
<p><b>Tardy for the day:</b></p> <p>[Lincoln School] Levi was tardy today, March 27th. Call 555-555-5555 to discuss this notice or click <a href="http://psqr.io/a123">http://psqr.io/a123</a> to send a note to explain the absence.</p>	<p><b>Tardy for the day:</b></p> <p>[Lincoln School] Levi estuvo tardía hoy, 27 de marzo. Llame al 555-555-5555 para discutir esta notificación o haga clic <a href="http://psqr.io/a123">http://psqr.io/a123</a> para enviar una nota para explicar la ausencia.</p>

**Absent in 1st and tardy in 3rd period:**

[Lincoln School] James, was absent from 1st period and tardy in 3rd period today, March 27th. To discuss this absence or tardy, call 555-555-5555.

**Absent in 1st and tardy in 3rd period:**

[Lincoln School] Su hijo, Mateo, estuvo ausente del 1er periodo y tardía en el 3er periodo hoy 27 de marzo. Para justificar o discutir esta ausencia o tardía, llame al 555-555-5555.

**Email Notifications**

**Cobb Demo School**

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Jordon was absent from school today, January 16th. Call 770-426-3544 to discuss this notice or click <https://psqr.io/9pAd8S3ekf> to send a note to explain the absence. Please disregard this message if you have already contacted the school office.

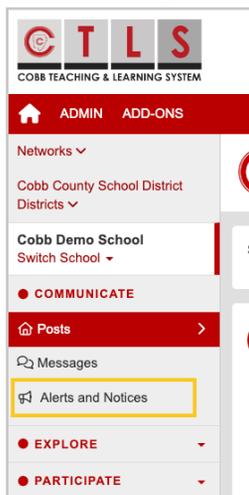
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This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message. Contact the school directly if you have any questions.

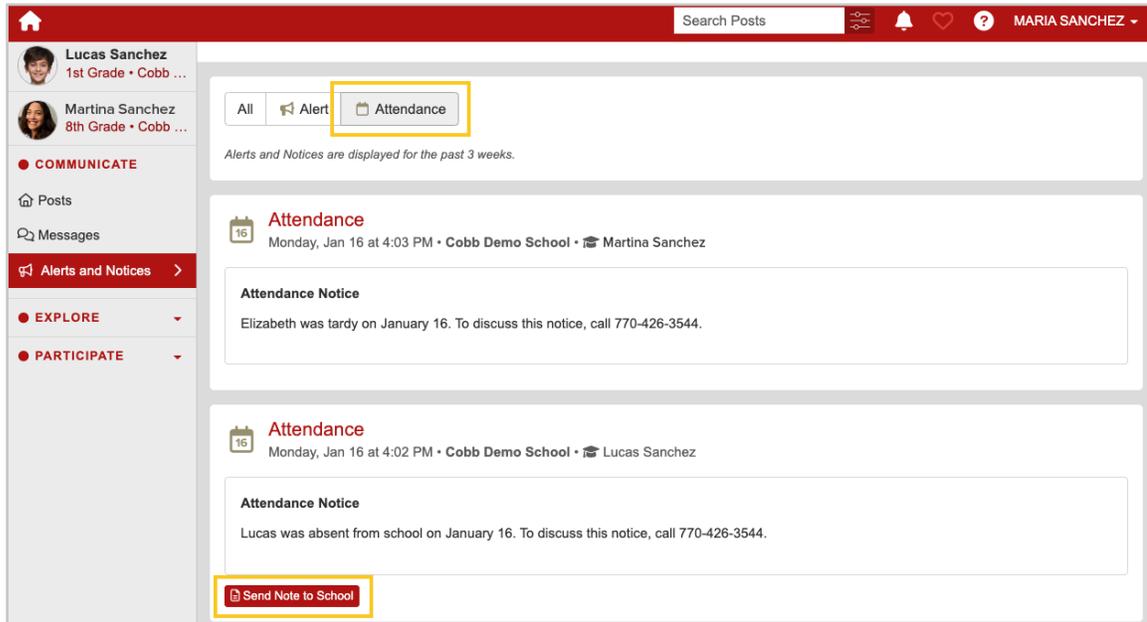
*Note: if set to “period” attendance, once a student misses more than three periods the notice will go out as an all “day” absence notice.*

**View Attendance Notices on Web and Send a Note**

1. From **Home**, select **Alerts and Notices**.



2. Click the **Attendance** tab at top to see all notices for the last three weeks.
3. Click **Send Note to School** to add a note to the school.



## View Attendance Notices on mobile App and Send a Note

4. From Home, tap **More**, then **Student Notices** to see all notices for the last three weeks.



5. Tap **Send Note to School** to add a note.

