NC Attendance Code Setup

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Attendance codes determine a student's attendance status and excuse for attendance entries. The chart below displays how the NC Attendance Codes must be setup for reporting purposes.

Navigation: Menu > Attendance Office > Settings > Attendance Code Setup

Attendance Code Setup details can be found on the Attendance Code Setup | Infinite Campus (https://kb.infinitecampus.com/help/attendance-codes) article.

Attendance Code	Description	Attendance Status	Attendance Excuse
	Present On-Site	Present	
1A	Illness or Injury	Absent	Excused
1B	Medical or Dental Appointments	Absent	Excused
1C	Death in the Immediate Family	Absent	Excused
1D	Quarantine or Covid Related Absences	Absent	Excused
1E	Court or Administrative Proceedings	Absent	Excused
1F	Religious Observance	Absent	Excused
1G	Educational Opportunity	Absent	Excused
1H	Teacher-in-Treatment	Present	Excused
1I	Local School Board Policy	Absent	Excused
1J	Agricultural or Equestrian Event	Absent	Excused
1K	Child Care	Absent	Excused
1L	Excused Tardy	Tardy	Excused
1M	Medically Fragile	Present	Excused

Attendance Code	Description	Attendance Status	Attendance Excuse
1N	Absence related to Parent's Deployment Activities	Absent	Excused
1P	Early Checkout	Present	Excused
1Q	School Sponsored Activity	Present	Excused
1R	Present Off-Site	Present	Excused
1S	Hospital/Homebound	Present	Excused
1T	Inaccessible Roads	Absent	Excused
1U	Religious Instruction	Absent	Excused
1X	Nonobligatory (PK Use Only)	Absent	Excused
2A	Unlawful Absence	Absent	Unexcused
2B	Lack of Immunization	Absent	Unexcused
2C	No Health Assessment	Absent	Unexcused
2L	Unexcused Tardy	Tardy	Unexcused
2P	Unexcused Early Checkout	Present	Unexcused
3	Out-of-School Suspension	Absent	Excused
3A	In-School Suspension	Present	Excused

For information regarding the definitions of the attendance codes above, please refer to the School Attendance and Student Accounting Manual (SASA) (https://www.dpi.nc.gov/districts-schools/district-operations/financial-and-business-services/student-accounting#SASAManual-1394).

The **(NC) Attendance Code Audit** Validation report can be used in the All Schools or individual school and calendar context to see attendance code setup at one time. (*Navigation: Menu > Reporting > Data Validation > Data Validation Report*)