

Attendance Profile (Kentucky) [.2132 -2215]

Last Modified on 10/22/2022 10:51 am CDT

You are viewing a previous version of this article. See Attendance Profile (Kentucky) for the most current information.

Attendance Profile Layout

This information is specific to Kentucky districts.

PATH: Student Information > General > Attendance > Attendance Profile

Search Term: Attendance

The Student Attendance Profile has been modified to fit Kentucky standards and includes detailed attendance information, including check in and check out times, summaries of in-district and outof-district transferred attendance, and enrollment information. The Profile is used by Kentucky districts as both a reference for school staff and as a legal document to be presented in truancyrelated court proceedings.

| Infinite Campus | ٩ | Search for | a tool or | student | | | | | | 20-21 | Athe | rton I | ligh | | ¢. | ? | | - |
|--------------------------------------|----------------------|-----------------|------------|------------|----------------------|-------|------|-------|------|-------|------|--------|------|--------|------|---|---|---------|
| Attendance 🏠 | al > Attenda | nce | | | | | | | • | Grade | : 12 | - | | Eliza | abet | h | ٩ | Student |
| New 🖶 Period Deta | il 🖶 Dai | ly Detail | 🖶 Atten | dance Prof | ile | | | | | | | | | | | | | |
| KY Daily Attendance | | | | | Unknown | xcuse | d U | nexcu | sed | Exem | pt | | | | | | | |
| Enrollment | | Absent Days | | | | | | | | Perio | nd | | | | | | | |
| Start Date: 08/25/2020 End Date: | 107.00 | 65.00 | 0 | 65 | Date | 1 | 2 | 3 | 4 | 5 | 6 | 7 | ACT | V/PB I | IP | | | |
| | Enrolled D | lays: 172 Sched | uled Days: | 172.00 | 05/26/2021 Wed | NCVP | | NCVP | NCVP | NCVP | NCVP | NCVP | | | - | | | |
| EHO FTE BT FTE | | | | | 05/24/2021 Mon | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | | | | | | |
| 0.00 0.00 | | | | | 05/20/2021 Thu | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | | | | | | |
| Chronic Absente | eism Infor | mation (F | ederal |) | 05/18/2021 Tue A | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | | | | | | |
| Absenteeism Percentage (Fe 37.79% | deral) Chroni YES | cally Absent (F | ederal) 🕜 | | 05/14/2021 Fri A | | | | | | | | | | | | | |
| Scheduled Days (YTD) 172 | | | | | A | NCVP | | NCVP | | | | | | | | | | |
| Days Absent (Federal) 📀 | | | | | 05/10/2021 Mon A. | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | | | | | | |
| 00 | | | | | 05/06/2021 Thu A | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | NCVP | | | | | | |
| | | | | | 05/04/2021 Tue A | | | | | | | | | | | | | |

Image 1: Student Attendance Tab

To generate this report, select **Attendance Profile** from a student's Attendance tab. The report will generate in PDF format.



| | | S | tude | | ofile Atto Year: 202 abeth | endance 0-2021 | Report | | | Page 1 of 15 Generated: 07/22/2021 02:29:21 PM |
|---|---|------------|------------------|------------------------------------|---|-------------------|-----------------|-----------------------------|------------------|---|
| | | ID | #: | _ | Grade | : 12 DoB: | | | | |
| Student In Student Homero Student Guardia Student Race/E Student Gender | oom: Homeroon an Name: E. thnicity: White | n Teacl | her: | | | | | | | |
| Enrollmen District Name JEFFERSON CO SCHOOLS | | | | School I Atherton | | School # 018 | | <u>le Structure</u> Main | <u>Type</u> P | Start Date End Date 08/25/2020 |
| Accumulative Da 107.00 Distinct Days Pre | | ance | Acc | <u>umulativ</u> 6 Distinct E | e <u>Days Abse</u> 5.00 Days Absent | | | sent Excused 0.00 | | Days Absent Unexcused 65.00 |
| 107.00 <u>Total Tardies</u> 0 | | | I | - | 5.00 lies Excused 0 | | Total Tard | ies Unexcused 0 | | |
| Absent Events 65 | | | A | osent Eve | ents Excused | 1 | Absent Eve | ents Unexcused 65 | | |
| EHO 0.00 | | | <u>B1</u> 0.0 | | | AFD 0.00 | | <u>AF</u> 0.0 | | <u>ATA</u> 0.00 |
| Student At | tendance F | Profi | le D | etail | | | | | | |
| School # T | erm Da | <u>ite</u> | Day | Action Code | Check Out | Check In | % FTE Absent | WDHD Day Absent | Status | Attendance Code |
| 018 6 | 05/26 | /2021 | Wed | | 01:30 PM | 02:20 PM | 100 | 100 | U | NCVP-Non-Confirmed Virtual Participation |
| 018 6 | 05/26 | 2021 | Wed | Absent | 12:35 PM | 01:30 PM | 100 | | U | NCVP-Non-Confirmed Virtual |
| | | | Wed | | 11:20 AM | 12:35 PM | 100 | | U | Participation NCVP-Non-Confirmed Virtual |

Image 2: Kentucky Attendance Profile

Attendance Profile Layout

The following tables detail each section of the Attendance Profile.

Header, Student Information and Enrollments

| Header | | | | | | | |
|--------------|--|--------------------|--|--|--|--|--|
| Field Name | Description | Format | Campus Location | | | | |
| Year | Current school year, as indicated on the Campus toolbar. | e.g. 2009- 2010 | Campus toolbar | | | | |
| Student Name | Student's full name. Reports in First Name, Middle Name, Last Name format. | Alphanumeric | Census > People > Demographics > First Name, Middle Name, Last Name | | | | |



| | Header | | |
|-----------------------------|--|------------------|---|
| Student Address | The address of the student. | Alphanumeric | Census > People > Households > Address Fields |
| Phone Number | Phone number of the student. | (###)###- ### | Census > People > Demographics > Personal Contact Info > Other Phone |
| ID# | The student's state ID number | Numeric | Census > People > Demographics > Person Identifiers > Student State ID |
| Grade | The grade level of the student's enrollment. | Alphanumeric | Student Information > General > Enrollments > Grade |
| Date of Birth | The student's birth date. | MM/DD/YYYY | Census > People > Demographics > Birth Date |
| | Student Informa | tion | |
| Student Homeroom | The room number of the student's most recent homeroom section. | ### | Scheduling > Courses > Section > Homeroom AND Student Information > General > Schedule |
| Homeroom Teacher | The student's homeroom teacher. | Alphanumeric | Scheduling > Courses > Section > Primary Teacher AND Student Information > General > Schedule |
| Student Guardian Name | The name of the guardian from the student's primary household. If more than one guardian exists, the name of the first guardian created within Campus will appear. | Alphanumeric | Census > People > Relationships > Guardian and Name |



| | Header | | |
|---------------------------|--|-----------------------------------|---|
| Student Race/Ethnicity | The description of the student's race/ethnicity corresponding to the following codes: 1. Hispanic/Latino 2. American Indian or Alaska Native 3. Asian 4. Black or African American 5. Native Hawaiian or Other Pacific Islander 6. White 7. 2 or more Races | Alphanumeric | Census > People > Demographics > Race/Ethnicity |
| Student Gender | The gender of the student. | M or F | Census > People > Demographics > Gender |
| | Enrollments | | |
| District Name | The name of the district in which the student is enrolled. | Alpha, 30 characters | System Administration > Resources > District Information > Name |
| School Name | The full name of the school in which the student is enrolled. | Alphanumeric | System Administration > Resources > School > Name |
| School # | The identification number of the school. | ### | System Administration > Resources > School > Number |
| Schedule Structure | The name of the schedule structure tied to the student's enrollment. This is based on the student's enrollments. If the student has enrollments that are outside of the current district the structure name is NOT populated for those out of district enrollments ONLY. | Alpha (First 15 characters) | Student Information > General > Enrollments > |
| Туре | The type of enrollment. | Alpha, 1 character | Student Information > General > Enrollments > Type |
| Start Date | The start date of the student's enrollment. | Date field, MM/DD/YYYY | Student Information > General > Enrollments > Start Date |

| Header | | | | | | | | |
|----------|---|---------------------------|--|--|--|--|--|--|
| End Date | The end date of the student's enrollment. | Date field, MM/DD/YYYY | Student Information > General > Enrollments > End Date | | | | | |

If the student has multiple enrollments, they will be listed starting with the most recent. Selected transfer enrollments will also appear on the Profile.

Accumulative Attendance Detail

The Accumulative Attendance Detail sections of the Attendance Profile reports totals for various types of attendance events. This section comes in two parts, one for all enrollments of that student in the district and one sorted by each school into which the student is enrolled.

| Field Name | Description | Format |
|------------------------------|--|--------|
| Accumulative Days Present | The total number of days present during the school year. If students are enrolled in multiple schedule structures for the | ###.## |
| | same school only 1 Day Present can count per date. | |
| Accumulative Days Absent | The total number of days absent during the school year. | ###.## |
| - | If students are enrolled in multiple schedule structures for the same school only 1 Whole Day absence can count per date. | |
| Days Absent Excused | The total number of excused absences during the school year. | ###.## |
| | If students are enrolled in multiple schedule structures for the same school only 1 Whole Day absence can count per date. | |
| Days Absent Unexcused | The total number of unexcused absences during the school year. | ###.## |
| | If students are enrolled in multiple schedule structures for the same school only 1 Whole Day absence can count per date. | |
| Distinct Days Present | Total distinct present days. | NNN.NN |
| | Count of distinct days present. If there are overlapping enrollments for the same date, and both enrollments have the day as a Present Day, it is only counted once. | |
| Distinct Days Absent | Total distinct absent days. | NNN.NN |
| | Count of distinct days absent. If there are overlapping enrollments for the same date, and both enrollments have the day as an Absent Day, it is only counted once. | |
| Total Tardies | The whole number total of tardies during the school year. | ### |



| Field Name | Description | Format |
|----------------------------|--|--------|
| Total Tardies Excused | The whole number total of excused tardies during the school year. | ### |
| Total Tardies Unexcused | The whole number total of unexcused tardies during the school year. | ### |
| Absent Events | The whole number total of attendance events which were absences. If students are enrolled in multiple schedule structures for the same school only 1 absent event can count per date. | ### |
| Absent Events Excused | The whole number total of attendance events which were excused absences. The last event code of the day determines if the absence is excused or unexcused.If students are enrolled in multiple schedule structures for the same school only 1 absent event can count per day. | ### |
| Absent Event Unexcused | The whole number total of attendance events which were unexcused absences. The last event code of the day determines if the absence is excused or unexcused.If students are enrolled in multiple schedule structures for the same school only 1 absent event can count per day. | ### |
| EHO | The total number of attendance events marked with the state code of EHO, which indicates an Educational Enhancement Opportunity (Limit 10 FTE days in a calendar, as enforced on the Attendance tab). If students are enrolled in multiple schedule structures for the same school only 1 Whole Day EHO absence can count per date. | ##.## |
| ВТ | The total number of attendance events marked with the state code of BT, which indicates a Basic Training day (Limit 10 FTE days in a calendar, as enforced on the Attendance tab). If students are enrolled in multiple schedule structures for the same school only 1 Whole Day BT absence can count per date. | ##.## |
| AFD | The total number of attendance events marked with the state code of AFD, which indicates an Armed Forces Day (Limit 2 FTE days in a calendar, as enforced on the Attendance tab). If students are enrolled in multiple schedule structures for the same school only 1 Whole Day AFD absence can count per date. | #.## |

| Field Name | Description | Format |
|------------|--|--------|
| AFR | The total number of attendance events marked with the state code of AFR, which indicates an Armed Forces Recuperation day (Limit 10 FTE days in a calendar, as enforced on the Attendance tab). If students are enrolled in multiple schedule structures for the same school only 1 Whole Day AFR absence can count per date. | ##.## |
| ΑΤΑ | The total number of attendance events marked with the state code of ATA, which indicates an Athletic Tournament Attendance day (Limit 2 FTE days in a calendar, as enforced on the Attendance tab). If students are enrolled in multiple schedule structures for the same school only 1 Whole Day ATA absence can count per date. | #.## |

Student Attendance Profile Detail

This section of the Kentucky Attendance Profile provides details for each individual attendance event.

| Field Name | Description | Format |
|----------------|---|-------------------|
| School # | The location number of the school assigned by the state. Pulls school number assigned in Resources > Schools. | XXX |
| Term | The term number of the term in which the attendance event took place. If multiple term schedules exist: Report once for Primary Term only Duplicate reporting of attendance event for each term if a Primary Term has not been selected. | # |
| Date | The date on which the attendance event took place. | MM/DD/YYYY |
| Day | Abbreviation of the day of the week on which the attendance event took place. | e.g. Mon, Thur |
| Action Code | The status of the attendance event, such as absent, tardy, etc. | Alphanumeric |
| Check Out | The time at which the student checked out | HH:MM AM/PM |
| Check In | The time at which the student checked back in. | HH:MM AM/PM |



| Field Name | Description | Format |
|--------------------|--|--------------|
| % FTE Absent | The amount of time of the attendance event expressed as a percentage of a full day. | ### |
| WDHD Day Absent | The amount of time of the attendance event in whole days/half days expressed as a percentage (100, 50 or 0). | ### |
| Status | The status of the attendance event as (E)excused, (U)unexcused or (X)exempt. | E, U or X |
| Attendance Code | The locally-defined attendance code. | Alphanumeric |