

This student has field trip on a Saturday, which may be logged as a school day.

Begin filling form out at the top as shown in this example.

CALIFORNIA CHRISTIAN ACADEMY, PSSP ATTENDANCE RECORD																	SCHOOL YEAR		2016-2017																
Student Last Name: RUIZ										Student First Name: BETHANY																									
Phone # 559-251-9403					Email Address: karonruiz@comcast.net																														
Start Date: 8/24/2015				Age: 12			Grade Level: 7			Parent's Last Name: Ruiz																									
MO	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	THIS MO	YTD		
JUL				H	W						W	W						W	W						W	W						0	0		
AUG	W	W						W	W						W	W							W	W	P	P	P	P	W	W	P	6	6		
SEP	P	P	P	P	W	W	H	H	P	P	P	P	W	W	A	A	P	P	FT	W	W		P	P	P	FT	W	P	P	P		20	26		
OCT			W	W							W	W					W	W						W	W					W					
NOV	W						W	W						W	W							W	W			H	W	W							
DEC					W	W						W	W											H	W	W									
JAN	H	W	W							W	W					W	W	H					W	W					W	W					
FEB						W	W						W	W													W	W							
MAR					W	W						W	W					W	W						W	W									
APR		W	W							W	W					W	W						W	W					W						
MAY	W						W	W						W	W								W	W			W	W	H						
JUN				W	W						W	W						W	W						W	W									

Always add the previous YTD total to the current monthly total.

This student was ill 2 days of this week, indicated by an "A" for absent.

This parent had a field trip on a Friday, this counts as one school day.

CODES

P =	PRESENT	H =	HOLIDAY
A =	ABSENT	FT =	FIELD TRIP
V =	VACATION	W =	WEEKEND DAYS