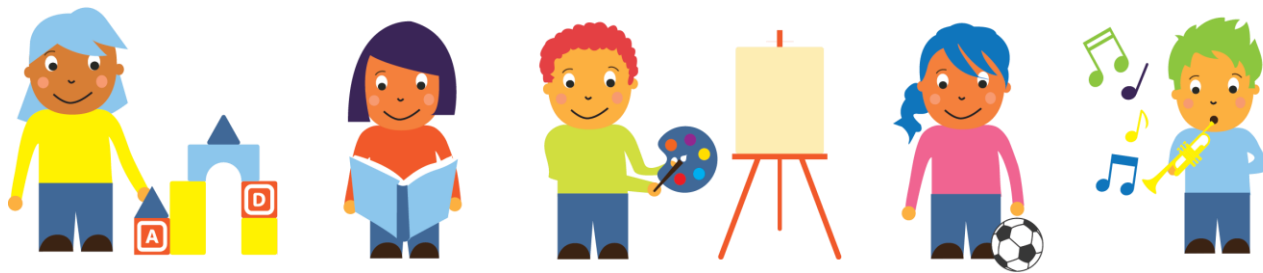# Ensuring Children Are Ready to Learn by Reducing Chronic Early Absence

About Us

Attendance Works advances student success and closes equity gaps by reducing chronic absence. Operating at the local, state, and national level, Attendance Works:

- ✓ Advances better **policy**
- ✓ Nurtures proven and promising **practice**
- ✓ Promotes meaningful and effective **communication**
- ✓ Catalyzing needed **research**

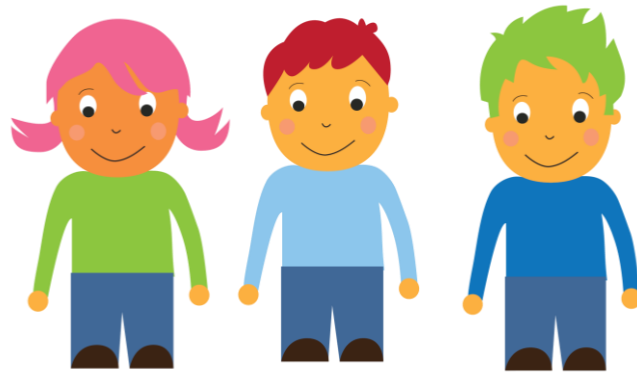Since our launch in 2010, we have become the nation's "go-to" resource for improving student attendance.

To learn more, go to: www.attendanceworks.org

Attendance **Works** ©

Welcome and Introductions

❑ Name

❑ Agency

❑ Position

❑ Share one reason you were motivated to join this session today
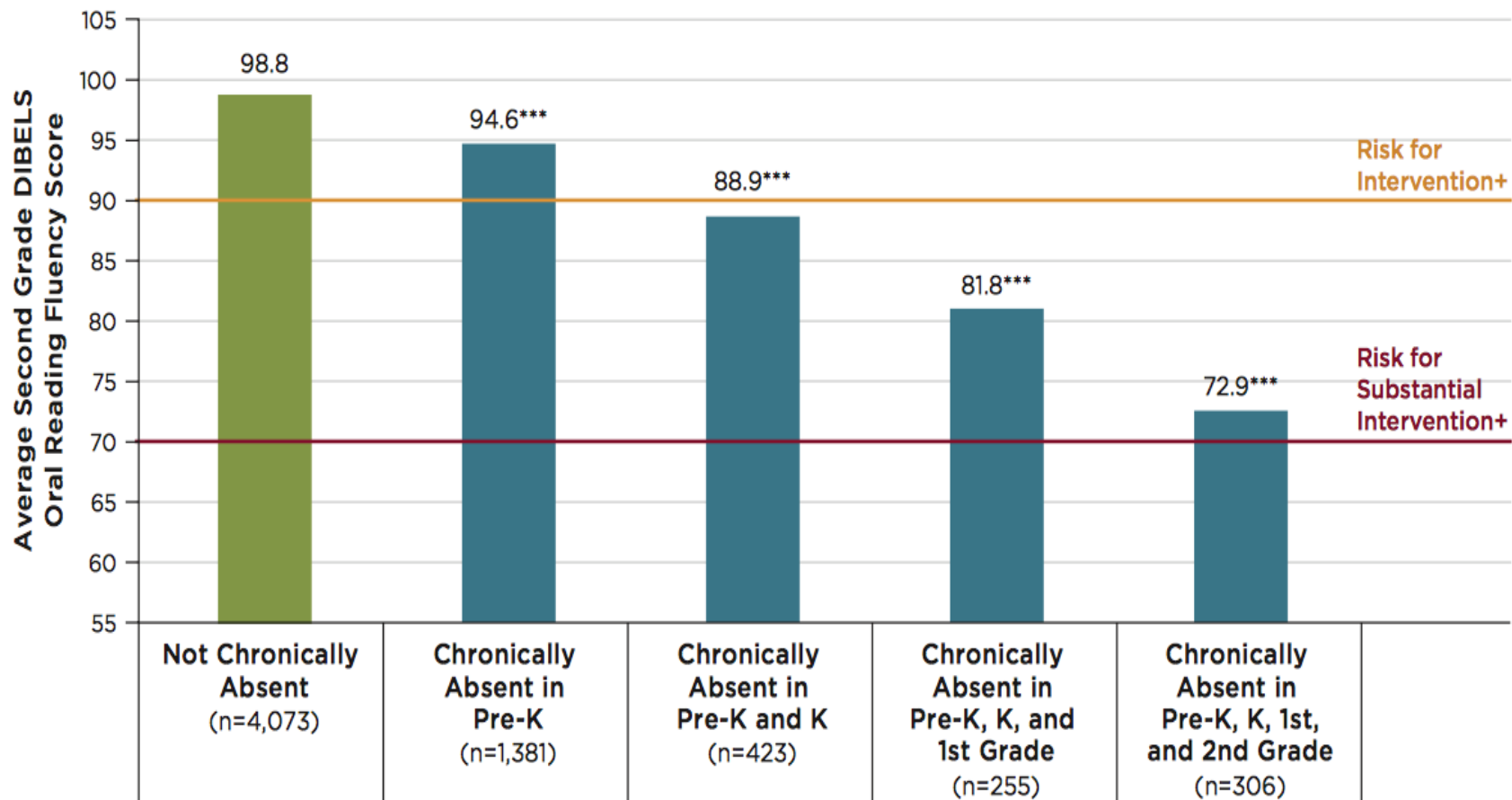
Attendance Works ©

Illustrating the Gap

Instructions found on Bringing Attendance Home Toolkit
http://www.attendanceworks.org/tools/for-parents/bringing-attendance-home-toolkit/

Multiple Years of Chronic Absenteeism = High Risk for low 3rd Grade Reading Skills

Average Second Grade DIBELS Oral Reading Fluency Score

- Not Chronically Absent (n=4,073): **98.8**
- Chronically Absent in Pre-K (n=1,381): **94.6***
- Chronically Absent in Pre-K and K (n=423): **88.9***
- Chronically Absent in Pre-K, K, and 1st Grade (n=255): **81.8***
- Chronically Absent in Pre-K, K, 1st, and 2nd Grade (n=306): **72.9***

Risk for Intervention+ (line at 90)

Risk for Substantial Intervention+ (line at 70)

Note: ***Indicates that scores are significantly different from scores of students who are never chronically absent, at p<.001 level. + In the DIBELS 6th Edition Assessment and Scoring Guide (Good & Kaminksi, 2002), these are labeled as "Some Risk," indicating the need for additional intervention and "At Risk," indicating the need for substantial interventions.

UCHICAGO**CCSR**

Attendance **Works** ©

# Lower Preschool Attendance = Lower Kindergarten Readiness Scores
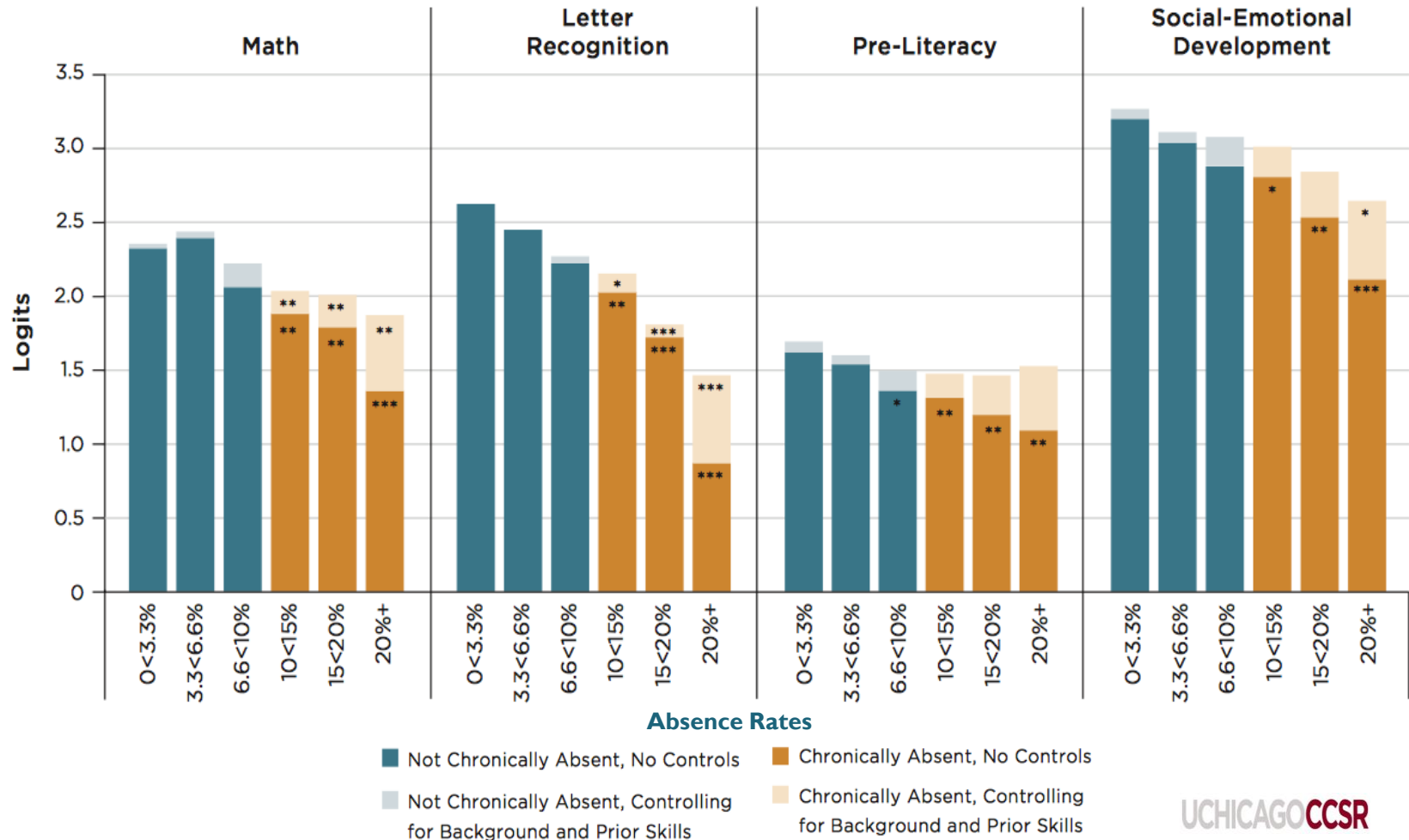
Note: (1) The sample for these analyses include four-year-old students who took both the Woodcock-Johnson III at the beginning of the school year and the KRT at the end of the school year in 2010-11 (n=1,265); * p<.05; **p<.01; ***p<.001.

What is Chronic Absence?

What is Chronic Absence?

Chronic absence is missing so much class time for any reason that a child cannot experience the full benefit of preschool or school. Attendance Works recommends defining chronic absence as **missing 10% or more of school or preschool for any reason.**

Excused absences + **Unexcused absences** + **Suspensions** → **10 % = Chronic Absence**
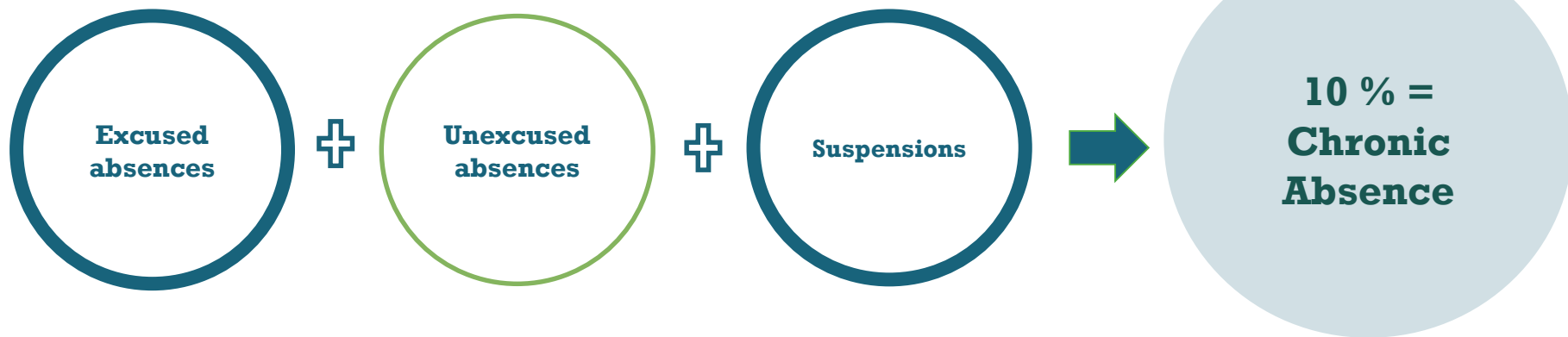
Chronic absence is different from **average daily attendance** (how many students show up to school each day) because it is child-focused and counts **all** absences.
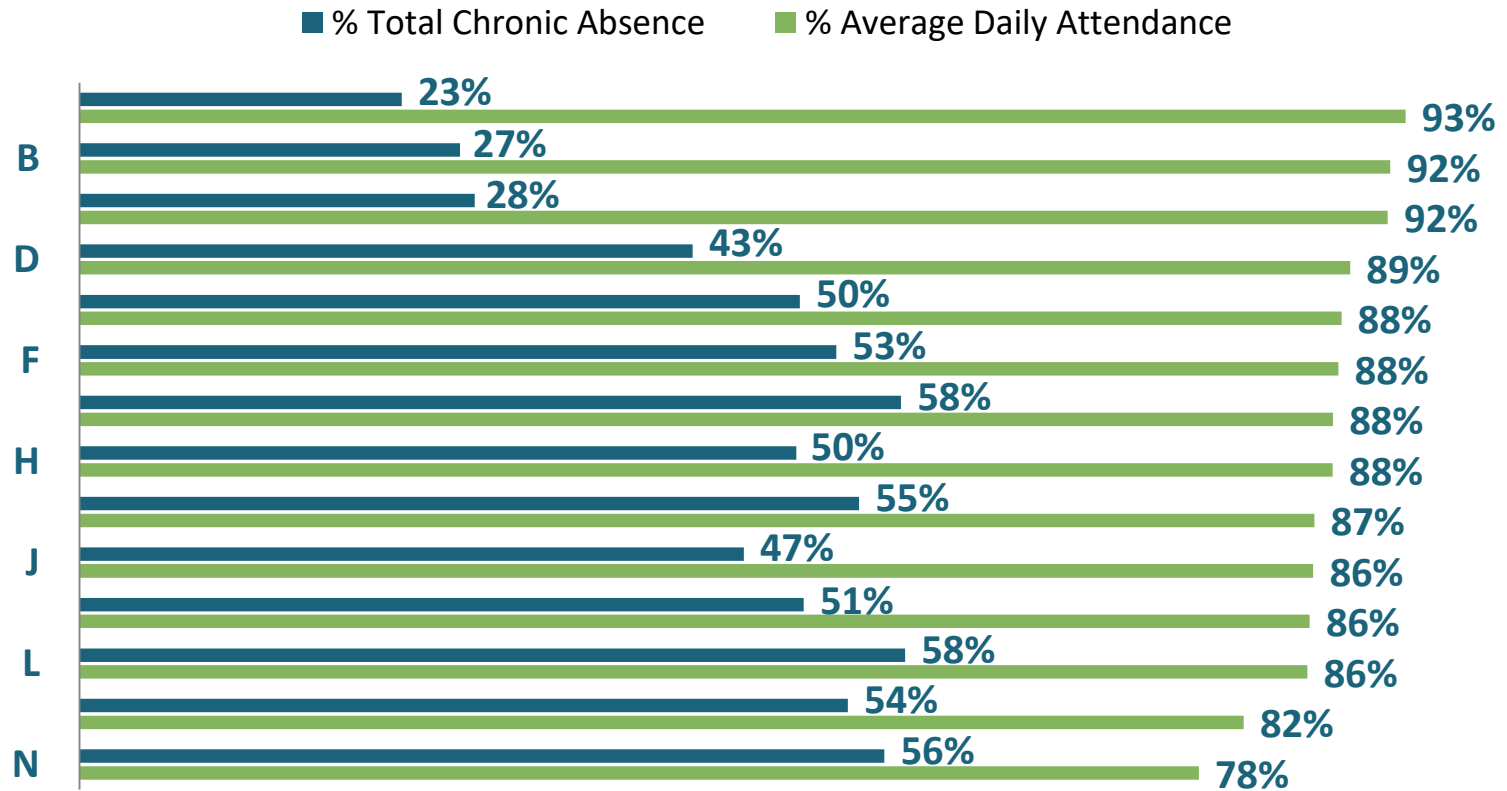
Attendance
Works ©

Chronic absence is easily masked if we only monitor missing consecutive days

*Chronic Absence = 18 days of absence = **As few as 2 days a month***

Average daily attendance easily masks high levels of chronic absence

% Total Chronic Absence   **% Average Daily Attendance**

| Program	% Total Chronic Absence	% Average Daily Attendance
	23%	93%
B	27%	92%
	28%	92%
D	43%	89%
	50%	88%
F	53%	88%
	58%	88%
H	50%	88%
	55%	87%
J	47%	86%
	51%	86%
L	58%	86%
	54%	82%
N	56%	78%

Source: *Minnesota Head Start Association for sample of Programs in 2015-16*

Chronic Absence Can Vary Widely by Classroom

Chronic absence vs. ADA across 7 preschool classrooms in one early childhood center with 84.46% ADA

Legend:
- ■ Percent Chronic Absence
- ■ Classroom ADA
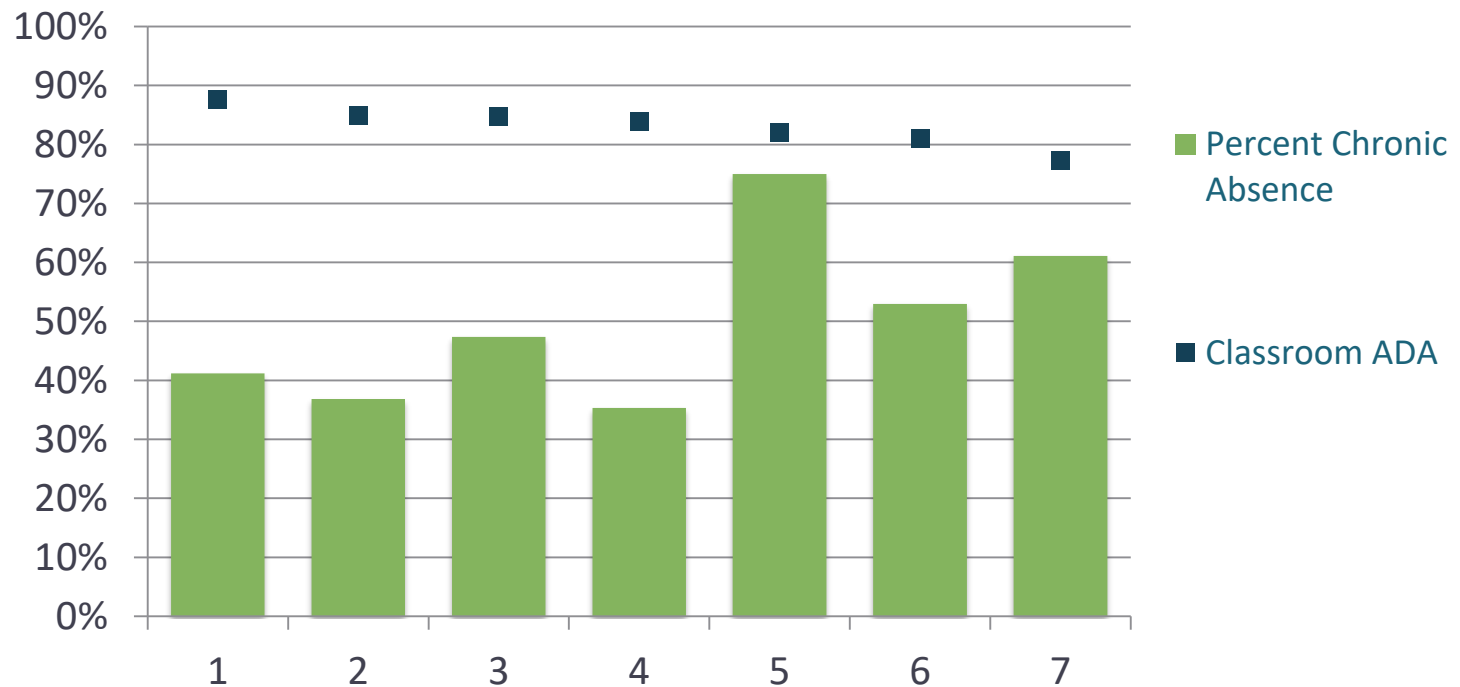
Source: Average Enrolled Attendance for month of February 2013

Daily Attendance Record

1. **Average Daily Attendance**
   Average number of children present each day

   ❑ *Purpose: Level of agency compliance*
   ❑ *Impact: Finances of agency*

2. **Chronic Absence**
   Individual children missing 10% or more of class cumulatively

   ❑ *Purpose: Early sign of challenges for students and/or family*
   ❑ *Impact: Ability to intervene early and make a difference*

Requires Nurturing A New Data Mindset

Expands focus from

Attendance = Compliance

to

*****Attendance = Opportunity to Learn**

*****Attendance Data = Action Alert**

Attendance Works ©

Chronic Absence = A Solvable Problem

Find Out Why Children Are Chronically Absent

Misconceptions

- Absences are only a problem if they are unexcused
- Sporadic versus consecutive absences aren't a problem
- Attendance only matters in the older grades

Barriers

- Lack of access to health or dental care
- Chronic illness such as asthma
- Poor Transportation
- Trauma
- No safe path to program
- No clearly identified support network

Negative Experiences

- Child struggling with" academic" skills
- Child struggling with peer relationships
- Lack of engaging instruction
- Poor preschool climate or ineffective discipline
- Parents had negative school experience

How does this relate to what you see and experience in your work?

(Share with your neighbor)

Chronic absence strategies promote a holistic approach to attendance that reflects effective early childhood practices.
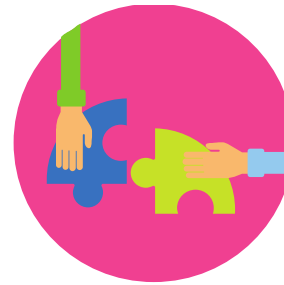
- ✓ Relationships with families

- ✓ A warm, welcoming environment

- ✓ Positive reinforcement – not penalty
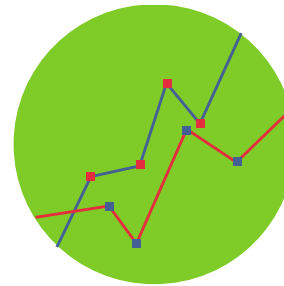
Who and What Can Make a Difference

Families

Understand Value

Staff

Works as a Team

Preschoolers

Are Engaged

Attendance Data

As Alert for Action

Attendance
Works ©

Invest First in Prevention and Early Intervention

Universal

Low Cost

TIER 1
- Create a warm, welcoming preschool climate
- Celebrate good and improved attendance
- Convey the value of attendance to school readiness to families
- Monitor attendance data and set goals

Missing less than 10% of preschool

+

TIER 2
- Provide personalized outreach to families
- Meet with parents to develop an action plan
- Identify and address attendance barriers

Moderate Chronic Absence = missing 10-19% of preschool

+

TIER 3
- Wrap around supports for families

Severe Chronic absence = missing 20% or more of preschool

Individualized

High Cost

Attendance Works ©

Key Actions for Tier 1

TIER 1

- **Create a warm welcoming school climate**

- **Celebrate good and improved attendance**

- **Convey the value of attendance to school readiness**

- **Monitor data and set goals**

Attendance Works ©

Engage Children

✓ Greet children warmly by name on arrival every day

✓ Establish Classroom Routines that Emphasize Attendance and Notice Absences

✓ Use Stories, Songs and Games to Convey the Importance of Attendance to Children

Acknowledge & celebrate positive change!

Attendance Works ©

Universal Activities

❖ **Welcome**, involve and support families

❖ **Use large gatherings** to introduce the importance of preschool attendance and the need to monitor absences

❖ **Provide information** to help families keep students healthy

❖ **Continue messaging** and recognition events all year long

**Bringing Attendance Home Video (6.5 minutes)**

- ✓ Facilitated conversation
- ✓ The consequences of chronic absence
- ✓ How to improve absenteeism
- ✓ Family practice
- ✓ Increase social capital
- ✓ Identify how school can help
- ✓ Community services

http://www.attendanceworks.org/tools/for-parents/bringing-attendance-home-video

Attendance
Works ©

Encourage Families to Think @ My Help Bank

1. **My Family** – List who lives in your house

2. **Everyday Helpers** – Identify who you can call on to help drop your child off or who can pick him or her up. These are people like friends, neighbors, relatives who can help regularly.

3. **Occasional Helpers** – Identify people who probably cannot help every day, but can help in a pinch. Maybe it's a god-parent, a relative or friend who lives outside your neighborhood but can be there for short stints.

4. **Potential Helpers** – Identify people who are part of your school community, church, or neighborhood who are able to help – if you ask.

My Family

Everyday Helpers

Occasional Helpers

Potential Helpers
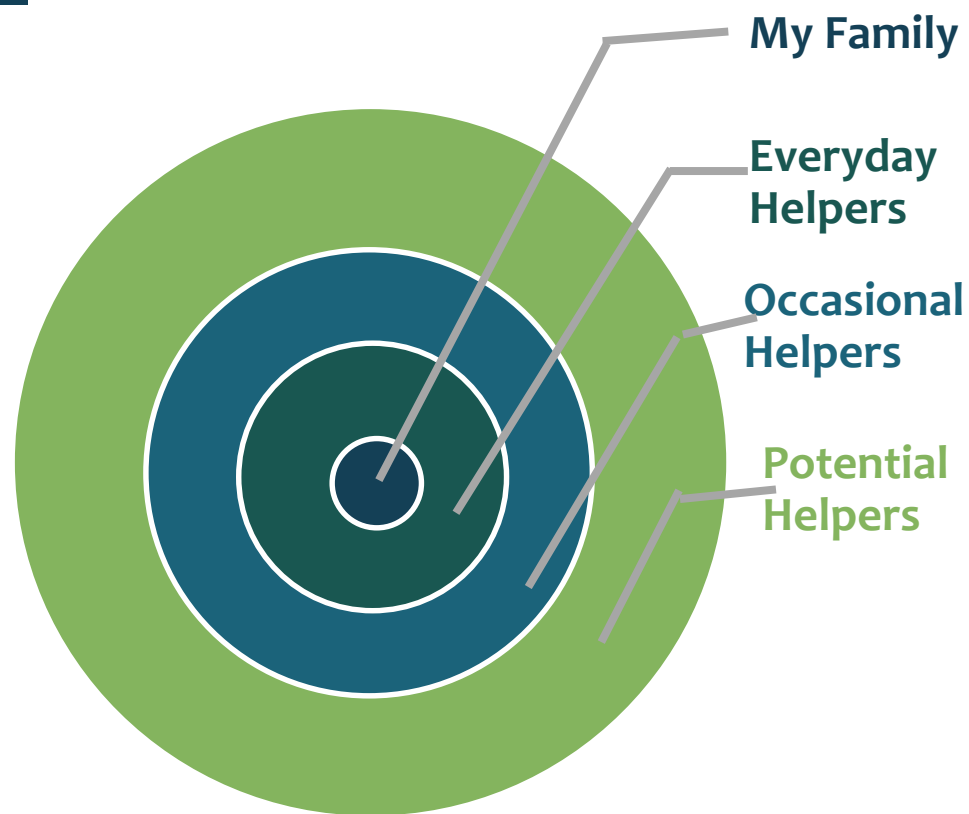
Playful activities with a serious mission

❖ *Routines that Rock!* workshops build on parent creativity and promote family engagement

❖ Encourage parents to think about their own routines

❖ Making charts for and/or with the children

❖ Creating songs and jingles to familiar tunes that children can sing at home and in classroom

Sing a song of on-time

Song Tune: Jingle Bells (Parent created lyrics)

Up we get, sleepyhead
Up and on our way.
It's 8 o'clock, time to rock
Success is a blink away, hey!

Hair is brushed, teeth are clean,
And your bag is ready to go.
It's Head Start at 9, then breakfast time,
So you're brain can know and grow.

Share highlights from your discussion

✓ How and when could you use these tools?

✓ How could you combine this with what you already do to engage families?

Early and Often Toolkit materials to support family engagement

EARLY AND OFTEN
Showing Up in Preschool Matters 2.0
February 2018

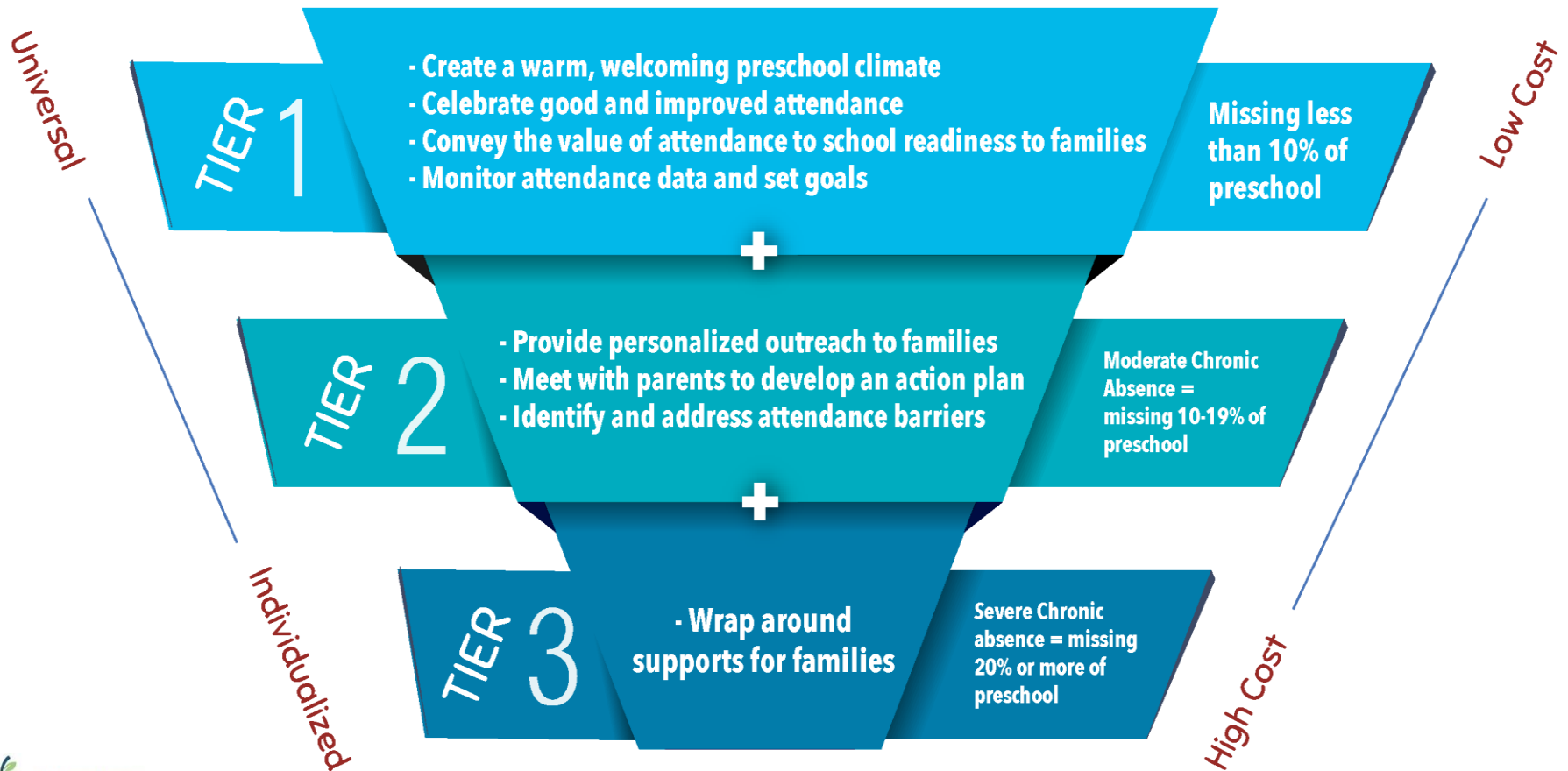❖ To offer ideas and materials to help children and families develop strong attendance routines from the outset of schooling

❖ Create a culture of attendance

❖ Go to the on-line version to see the full array of strategies and obtain easy to tailor and adapt tools:

http://www.attendanceworks.org/tools/for-early-care-providers/early-education-toolkit/

Attendance Works ©

Using Data to Inform Action

Invest in Prevention and Early Intervention

Universal

Low Cost

TIER 1
- Create a warm, welcoming preschool climate
- Celebrate good and improved attendance
- Convey the value of attendance to school readiness to families
- Monitor attendance data and set goals

Missing less than 10% of preschool

+

TIER 2
- Provide personalized outreach to families
- Meet with parents to develop an action plan
- Identify and address attendance barriers

Moderate Chronic Absence = missing 10-19% of preschool

+

TIER 3
- Wrap around supports for families

Severe Chronic absence = missing 20% or more of preschool

Individualized

High Cost

Attendance Works ©

Data and Action

Tier 1: Includes all children and families
- ✓ Universal prevention strategies
- ✓ Year round
- ✓ Recognize and celebrate strong attendance

Tier 2: Children with 10-19% absence rate
- ✓ Address moderate chronic absence 10-19%
- ✓ Individualized outreach to move children to Tier 1
- ✓ Recognize and celebrate strong attendance

Tier 3: Children with 20% or higher absence rate
- ✓ Address severe chronic absence 20% or more
- ✓ Individualized support coupled with intensified collaboration with community services to move children toward Tier 1
- ✓ Recognize and celebrate strong attendance

AW developed the PATT, a <u>free</u>, Excel-based tool that helps:

✓ **Understand** how many and which preschool children are chronically absent

✓ **Map** out how many children fall into each attendance tier

✓ **Identify** high-challenge areas that warrant closer examination and action (site, classroom, full / half day, student population, etc.)
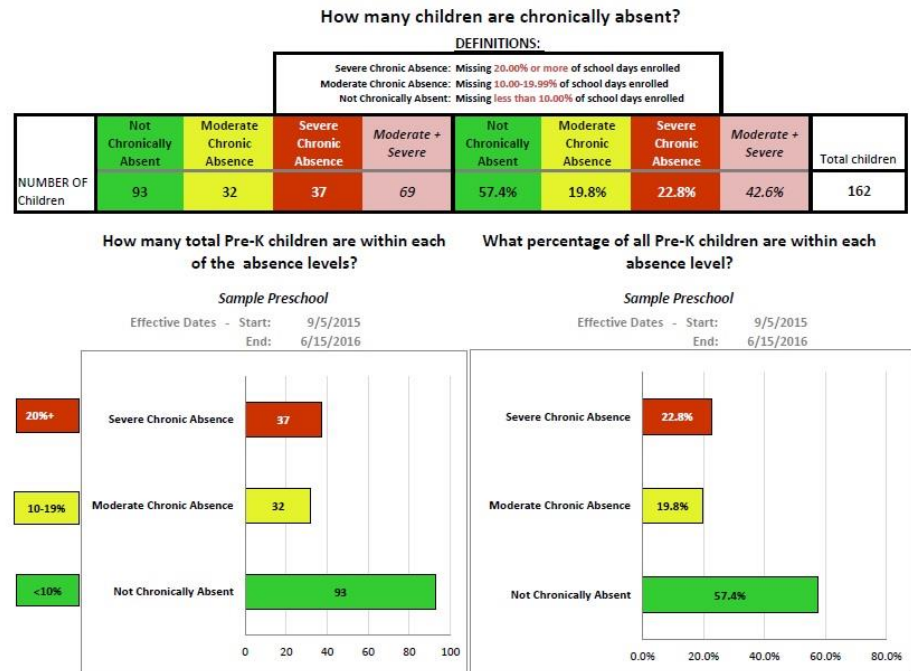
To download the tool, please register here:
https://www.surveymonkey.com/r/PATT-registration

Building off the PATT design, several major program management information systems offer Chronic Absence Reports (sample slides at end of deck):

- ✓ **ChildPlus** – In the "Attendance" section, see reports 2335 and 2336

- ✓ **COPA** – In the "Attendance & Meal Count" section, see reports 241 and 241S

- ✓ **myHeadStart (PROMIS)** – In the Manager's Dashboard, locate "Chronic Absence" and click under the "Score" column

Questions from the Audience

ChildPlus

Services   To-Do List   Entry Express   Management   Dashboard   Reports   **1**   up

1

Select a Report

| Administration |
| Assessment |
| Attachments |
| **Attendance**   **2** |
| CLASS® |
| Community Resources |
| Disability |
| Education |
| Enrollment |
| Export |
| Family |
| Health |
| In-Kind |
| Internal Monitoring |
| Labels |

Attendance Reports

Select a report by clicking on the list below

2301 - Average Daily Attendance
2303 - Attendance Data Entry Monitoring
2305 - Monthly Attendance
2310 - Daily Attendance by Classroom
2315 - Daily Attendance and Meals Worksheet
2316 - Daily Sign-In & Sign-Out Worksheet
2320 - Individual Attendance
2330 - Consecutive Absences
2335 - Attendance Works Chronic Absence Charts   **3**
2336 - Attendance Works Chronic Absence Report
2340 - Attendance Scanning Barcodes
2370 - Participant CACFP Roster
2371 - CACFP Reimbursement Summary
2302 - Average Daily Attendance from Summary Attendance
2375 - CACFP Meal Count Summary from Summary Attendance
2376 - CACFP Meal Counts With AM and PM Snacks from Summary A
2029 - Absent X Days Summary (Grid)
2032 - Absent X Days Detail (Grid)

35

Services   **To-Do List**   **Entry Express**   **Management**   **Dashboard**   **Reports**   **Setup**   Enter Report # ▾

Select a Report   2335 - Attendance Works Chronic Absence Charts   ✕

General

Program Term   <ALL> ▾

Program Option   <ALL> ▾

Group   < All Groups > ▾

Group By Agency ▾

Agency   < All Agencies > ▾

Site   < All Sites > ▾

Classroom   < All Classrooms > ▾

Advanced Setup

Attendance Works   Chronic Absence Charts

Select the chronic absence charts you want to print.
Chronic absence by...

☑ Overall
☑ English Learners
☑ Gender
☐ Health Insurance
☐ IEP / IFSP (Coming soon)
☑ Part Day / Full Day (6+ hours)
☑ Part Week / Full Week (5 days)
☑ Participation Year
☑ Race

Graph the...

○ Number of participants
○ Percentage of participants
● Both

Show one graph for each...

○ All agencies combined
● Agency
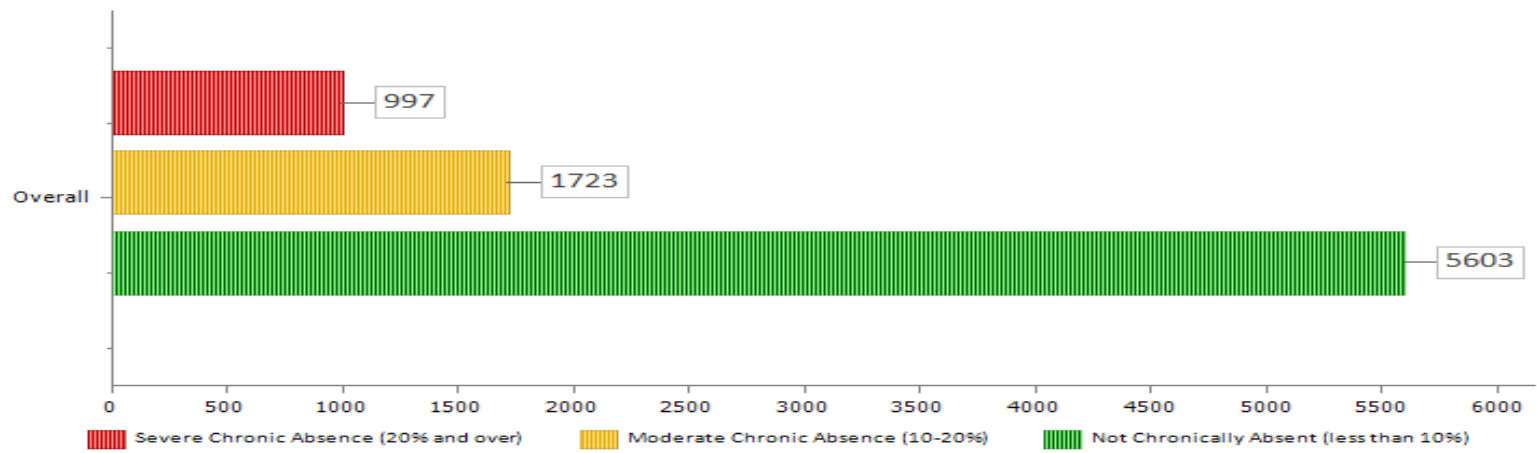○ Site
○ Classroom

☐ Start each location on a new page

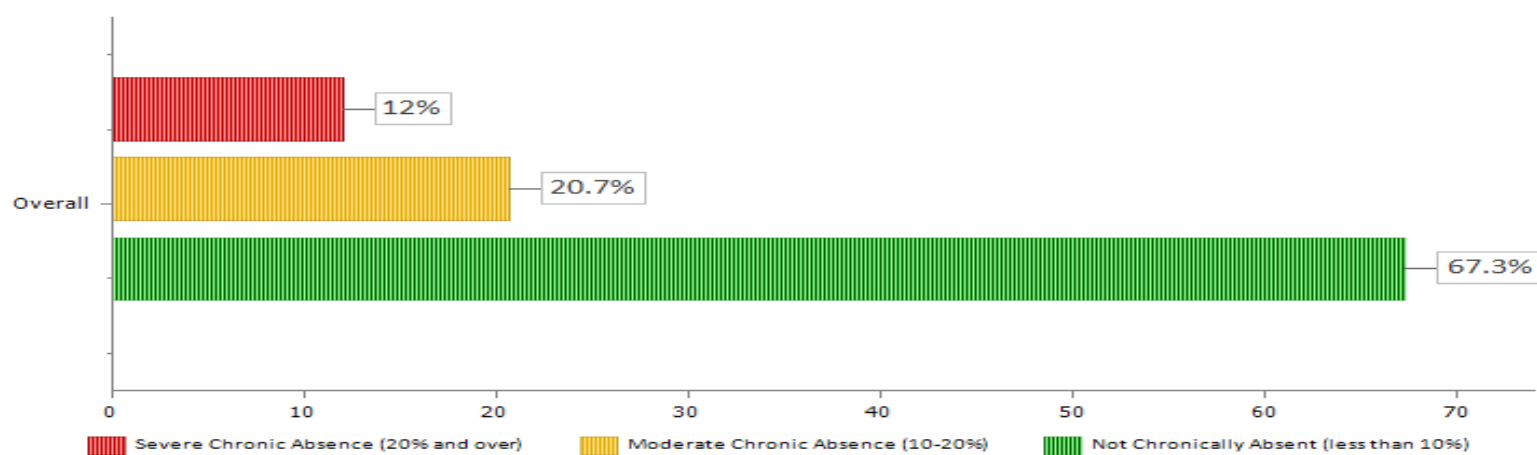● Entire program term
○ Date range

☐ Include dropped participants

Visit the Attendance Works Website

- Grantee
2335 - Attendance Works Chronic Absence Charts

CHRONIC ABSENCE (Count)
All Locations

Severe Chronic Absence (20% and over) | Moderate Chronic Absence (10-20%) | Not Chronically Absent (less than 10%)

CHRONIC ABSENCE (Percentage)
All Locations

Severe Chronic Absence (20% and over) | Moderate Chronic Absence (10-20%) | Not Chronically Absent (less than 10%)

37

Services   To-Do List   Entry Express   Management   Dashboard   **Reports**   Setup   Enter Report # ▼

Select a Report   2336 - Attendance Works Chronic Absence Report   ✕

General

Program Term	<ALL> ▼
Program Option	<ALL> ▼
Group	< All Groups > ▼
	Group By Region ▼
Region	< All Regions > ▼
Site	< All Sites > ▼
Classroom	< All Classrooms > ▼
Responsible Staff	Don't filter by r... ▼ ▼

Advanced Setup

Grouping
○ None
● Site
○ Classroom

Attendance Works   Chronic Absence Report

● Entire program term
○ Date range

Include participants with chronic absence status of...

☐ Severe (20% and over)

☐ Moderate (10-20%)

☐ Not Chronic (less than 10%)

☐ Show additional information like race, gender, IEP, etc.

☐ Include dropped participants

Visit the Attendance Works Website

38

Services To-Do List Entry Express Management Dashboard Reports Setup Enter Report # ▼

Community Help

Select a Report | 2336 - Attendance Works Chronic Absence Report ✕

⬇ Export   🖨 Print   🔄 Refresh   Clo

Program Term: Head Start 2017-2018, Agency: Attendance Date: 7/1/2017 - 10/5/2017

Report ▲   Agency ▲

	CPID	Absence Level	Absence Percent	Days Absent	English Learner	Gender	Health Insur.	IEP / IFSP	Part Day Full Day	Part Week Full Week	Partic. Year	Race
▼ **Report: Attendance Works Chronic Absence Report**												
▼ Agency:												
		Not Chronic	0.0	0/26	☐	M	☑	☐	Part	Full	1	White
		Not Chronic	0.0	0/26	☐	F	☑	☐	Part	Full	1	Black or African American
		Not Chronic	0.0	0/26	☐	F	☐	☐	Part	Full	2+	Asian
		Moderate	15.4	4/26	☑	F	☑	☐	Part	Full	1	White
		Not Chronic	0.0	0/26	☐	F	☐	☐	Part	Full	2+	White
		Not Chronic	3.8	1/26	☐	F	☑	☐	Part	Full	1	Black or African American
		Severe	23.1	6/26	☑	F	☑	☐	Part	Full	2+	White
		Not Chronic	3.8	1/26	☐	F	☑	☐	Part	Full	1	Black or African American
		Not Chronic	7.7	2/26	☐	F	☑	☐	Part	Full	1	White
		Not Chronic	3.8	1/26	☐	F	☑	☐	Part	Full	1	White
		Not Chronic	3.8	1/26	☐	M	☑	☐	Part	Full	1	Multi-racial/Biracial
		Not Chronic	0.0	0/25	☐	M	☑	☐	Part	Full	2+	White
		Not Chronic	7.7	2/26	☐	M	☐	☐	Part	Full	2+	White
		Moderate	19.2	5/26	☑	M	☑	☐	Part	Full	1	White
		Moderate	15.4	4/26	☐	M	☑	☑	Part	Full	1	White
		Not Chronic	0.0	0/26	☑	M	☐	☐	Part	Full	2+	White
		Moderate	11.5	3/26	☐	M	☐	☑	Part	Full	2+	Black or African American
		Not Chronic	4.0	1/25	☐	F	☐	☐	Part	Full	1	Black or African American
		Not Chronic	3.8	1/26	☑	M	☐	☐	Part	Full	2+	Asian
		Not Chronic	7.7	2/26	☑	M	☑	☐	Part	Full	2+	White
		Moderate	11.5	3/26	☐	F	☐	☐	Part	Full	1	White
		Moderate	11.5	3/26	☐	F	☑	☐	Part	Full	2+	Black or African American
		Not Chronic	3.8	1/26	☑	M	☑	☐	Part	Full	2+	White
		Not Chronic	3.8	1/26	☑	F	☑	☐	Part	Full	1	White

39

Services To-Do List Entry Express Management Dashboard **Reports** Setup [Enter Report # ▾] Community

Select a Report   2335 - Attendance Works Chronic Absence Charts   **2336 - Attendance Works Chronic Absence Report** ✕

↓ Export   🖨 Print   🔄 Ref

Program Term: Head Start 2017-2018, Attendance Date: 7/1/2017 - 10/5/2017

[Report ▲] – [Agency ▲]

	▲	CPID	Absence Level	Absence Percent	Days Absent
▼ Report: Attendance Works Chronic Absence Report					
▼ Agency:					
			Not Chronic	0.0	0/26
			Not Chronic	0.0	0/26
			Not Chronic	0.0	0/26
			Moderate	15.4	4/26
			Not Chronic	0.0	0/26
			Not Chronic	3.8	1/26
			Severe	23.1	6/26
			Not Chronic	3.8	1/26
			Not Chronic	7.7	2/26
			Not Chronic	3.8	1/26
			Not Chronic	3.8	1/26
			Not Chronic	0.0	0/25
			Not Chronic	7.7	2/26
			Moderate	19.2	5/26
			Moderate	15.4	4/26
			Not Chronic	0.0	0/26
			Moderate	11.5	3/26
			Not Chronic	4.0	1/25
			Not Chronic	3.8	1/26
			Not Chronic	7.7	2/26
			Moderate	11.5	3/26
			Moderate	11.5	3/26
			Not Chronic	3.8	1/26
			Not Chronic	3.8	1/26
			Moderate	15.4	4/26
			Not Chronic	7.7	2/26
			Not Chronic	0.0	0/26
			Moderate	11.5	3/26
			Moderate	19.0	4/21
			Not Chronic	7.7	2/26
			Not Chronic	8.3	1/12

40

Notifications   myDashboard   Forum   Support   Tutorials   Admin   Sign Out

Developmental

Download Reports

Employees & Staff

Enrollment

Eligibility, Waiting &
Termination

Family Reports

Goals & Partnership

Group Processing

Health & Disability

Immunization

Nutrition & Allergy

Organizational Reports

PIR Reports

How to Setup Excel to View Downloaded Reports

Attendance & Meal Count

- **201-Monthly Attendance Report**
- **201Y - Yearly Attendance & Meal Report**
- **202-Meal Count Statistics and Reimbursement Report**
- **206N - Monthly Enrollment & Attendance Percentage Report**
- **207 - Meal Count/Attendance Report**
- **208-Daily Meal Count / Attendance /Absentee Report**
- **208B-Daily Meal Count by Center/Class Report**
- **208C-USDA Daily Meal Count Report By Age**
- **209-USDA Meal Status Report**
- **210-CACFP Meal Status Report**
- **211-CACFP Aggregate Meal Count**
- **212-CACFP Child Meal Statistics Report**
- **235-Absentee Reasons Report**
- **236-Child Absentee & Follow-Up Report**
- **241 - Chronic Absence Report**
- **241S - Chronic Absence Statistics Report**
- **251-Daily Sign In & Out**
- **253-Weekly Sign In & Out**
- **503- Child Monthly Attendance by Hours Report**

Notifications   myDashboard   Forum   Support   Tutorials   Admin   Sign Out

+ Additional Filtering

Group By: Numeric ▼   Attnd. Date From: 08-16-2017   To: Moderate Chronic Absence Treshold: Severe chronic Absence Treshold:
Location ▼   11-06-2017   10 %   20 %

All Agencies ▼   All Sites ▼   All Classes ▼   Filter   View All

241S - Chronic Absence Statistics Report
From 08-16-2017 To 11-06-2017

| Agency	Not Chronic Absence (0 - 10%)	Moderate Chronic Absence (10 - 20%)	Severe Chronic Absence (20 - 100%)	Moderate + Severe
	411	136	85	221
Total	**411**	**136**	**85**	**221**

Notes: The following definitions are set as default in the report:

1- Severe Chronic Absence: Missing over 20% of school days enrolled during filtered date range (Abs% greater than 20% and less or equal to 100%)

2- Moderate Chronic Absence: Missing 10-20% of school days enrolled during filtered date range (Abs% greater than 10% and less or equal to 20%)

3- Non-Chronic Absence: Missing less than 10% of school days enrolled during filtered date range (Abs% greater or equal to 0% and less or equal to 10%)
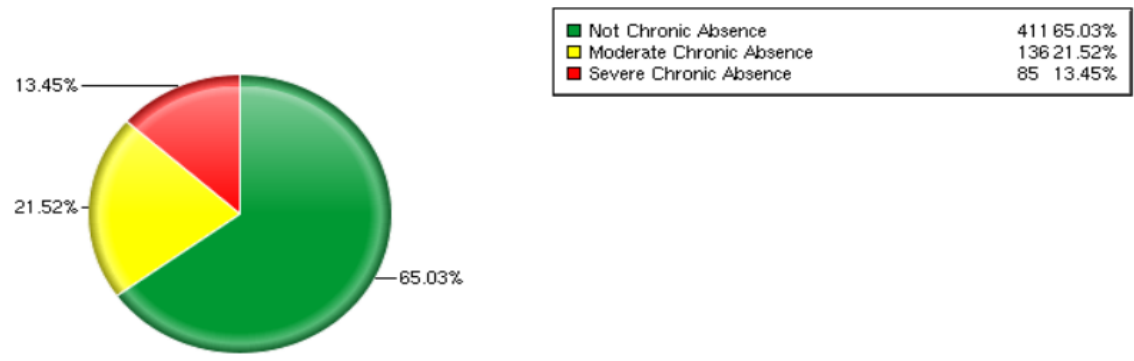
241S - Chronic Absence Statistics Report

Agency

Severe Chronic Absence — 85
Moderate Chronic Absence — 136
Not Chronic Absence — 411

0 50 100 150 200 250 300 350 400 450 500

241S - Chronic Absence Statistics Report

Agency

■ Not Chronic Absence	411	65.03%
■ Moderate Chronic Absence	136	21.52%
■ Severe Chronic Absence	85	13.45%

13.45%

21.52%

65.03%
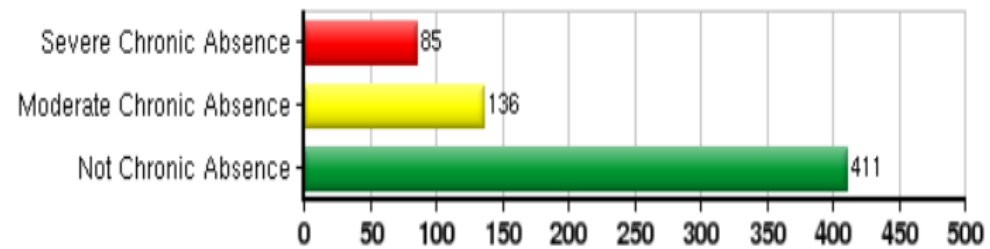
241 - Chronic Absence Report
From 08-16-2017 To 11-06-2017

No.	Child Name	Child ID	DOB	Orig. Enrl. Date	Status	Current / Last Location	Program Model	Attnd. Days	Class Days	Attnd. %	Abs. Days	Abs. %
1			01-03-2014	09-06-2017	enrolled		Head Start	27	41	65.85%	14	34.15%
2			10-24-2013	09-06-2017	enrolled		Head Start	32	41	78.05%	9	21.95%
3			01-28-2014	09-06-2017	enrolled		Head Start	32	41	78.05%	9	21.95%
4			09-23-2013	09-06-2017	enrolled		Head Start	30	41	73.17%	11	26.83%
5			09-20-2013	09-06-2017	enrolled		Head Start	32	41	78.05%	9	21.95%
6			07-01-2013	09-06-2016	enrolled		Head Start	18	40	45.00%	22	55.00%
7			03-20-2014	09-06-2017	terminated		Head Start	9	23	39.13%	14	60.87%
8			04-18-2014	09-07-2017	enrolled		Head Start	31	40	77.50%	9	22.50%
9			06-26-2013	09-06-2016	enrolled		Head Start	20	28	71.43%	8	28.57%

Notifications myDashboard Forum Support Tutorials Admin Sign Out

⊞ Additional Filtering

Group By: | Numeric ▼ | Attnd. Date From: 08-16-2017 📅 To: | Moderate Chronic Absence Treshold: 10 % | Severe chronic Absence Treshold: 20 %

Location ▼ | 11-06-2017 📅

All Agencies ▼ | All Sites ▼ | All Classes ▼ | Filter | View All

| **241S - Chronic Absence Statistics Report** 🔴🔵 🟥🟦 🖨 ❓ |
| **From 08-16-2017 To 11-06-2017** |

Agency	Not Chronic Absence (0 - 10%)	Moderate Chronic Absence (10 - 20%)	Severe Chronic Absence (20 - 100%)	Moderate + Severe
	411	136	85	221
Total	**411**	**136**	**85**	**221**

Notes: The following definitions are set as default in the report:

1- Severe Chronic Absence: Missing over 20% of school days enrolled during filtered date range (Abs% greater than 20% and less or equal to 100%)

2- Moderate Chronic Absence: Missing 10-20% of school days enrolled during filtered date range (Abs% greater than 10% and less or equal to 20%)

3- Non-Chronic Absence: Missing less than 10% of school days enrolled during filtered date range (Abs% greater or equal to 0% and less or equal to 10%)

www.myHeadStart.com

Important note, for **PROMIS users**, contact Help Desk to activate your free myHeadStart.com system!
To access the <u>Chronic Absence Dashboard</u> in myHeadStart.com, follow these simple steps:

Step 1: From your home page, click POP 2.0 *(If you can't see it on your home screen, contact your agency's system administrator who can provide you with access to this task)*

Step 2: If you don't see the following Manager's Dashboard, click "Select another POP" in the top left corner. Then from the list, click

Manager's Dashboard *(If you can't see it on POP list, contact your agency's system administrator who can provide you with access to this dashboard)*
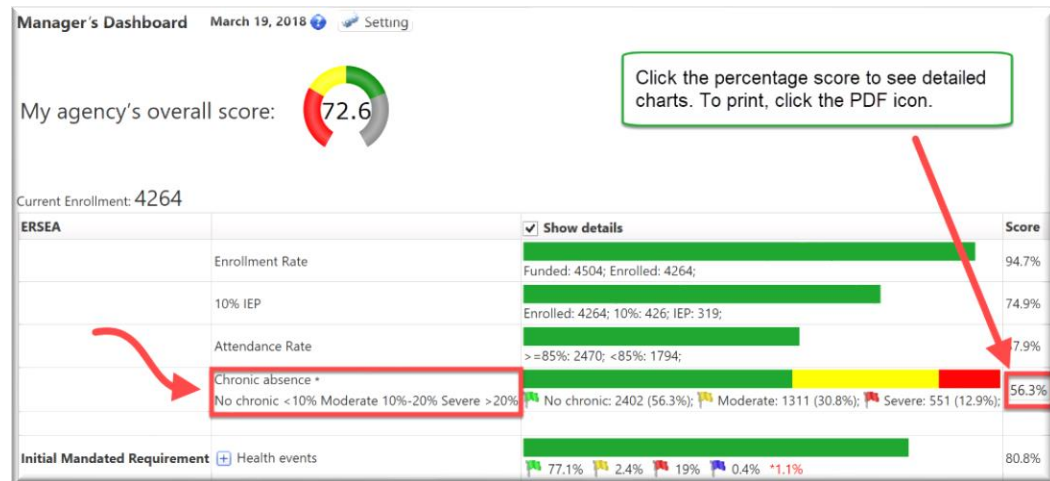
![myHeadStart www.myHeadStart.com]

Step 3: From the above Manager's Dashboard, locate "Chronic absence*" and click the percentage under the Score column *(If you can't see the Chronic absence*, contact your agency's system administrator who can provide you with access to this dashboard)*

Step 4: After clicking the percentage under the Score column, you will see the detailed reports. Click the [Next] button to navigate through the rest the reports. You can also directly pull a specific report by clicking on the reports name dropdown list.
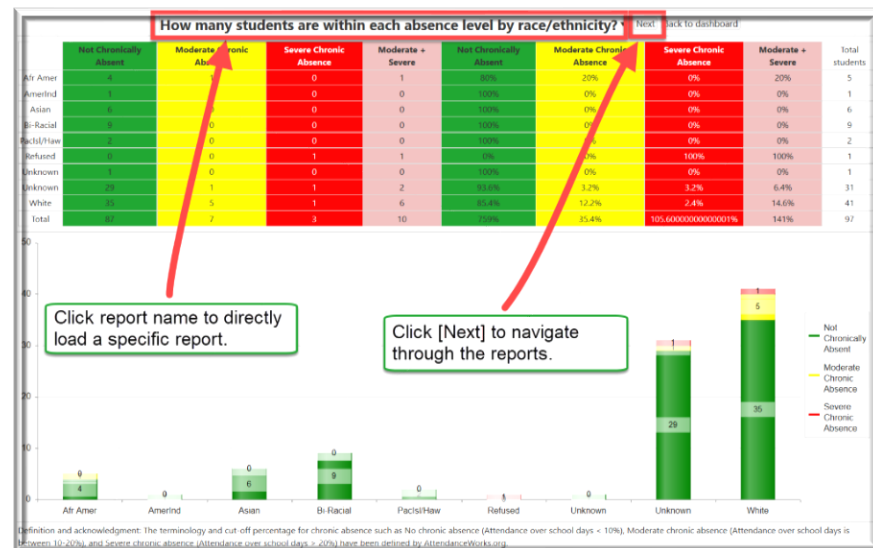
Visit the Attendance Works website:

www.attendanceworks.org

Email us:

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