

FCPS Attendance Policies

Main Attendance Codes		
Code		Information
EXC	<b>Excused Absence</b>	Guardians must call or email WSHS attendance line to provide an excused reason why their student will not be in school. <ul style="list-style-type: none"> <li>• WSHS does require doctors notes for medical appointments</li> </ul>
UNX	<b>Unexcused Absence</b>	
UNL	<b>Unexcused, Locally Defined</b>	This code is for absences where the student’s whereabouts are known or supported by the guardians, but administration or local policy still deem the absence as unexcused <b>UNL Examples:</b> <ul style="list-style-type: none"> <li>• Missed the bus, did not want to come to school today, non-emergency childcare</li> <li>• Absences where there are no extenuating circumstances or hardship</li> <li>• Failure to provide explanation for an absence or requested documentation</li> <li>• Students being released for non-school related activities</li> <li>• Prearranged absences without prior notification or without justification and prior approval.</li> </ul>
UNV	<b>Unverified</b>	Student was not in class when attendance was taken by the teacher
CUT	<b>Cut</b>	Student was in class, but left for an extended period of time
EXT	<b>Excused Tardy</b>	Guardians must call or email WSHS attendance line to provide an excused reason why their student will be late to school. <ul style="list-style-type: none"> <li>• WSHS does require doctors notes for medical appointments</li> </ul>
UNT	<b>Unexcused Tardy</b>	
CLN	<b>Clinic</b>	