

NYSED Student Daily Attendance Reporting SIRS Guidance

LEAs must report daily attendance for students. For 2017-18, vendors that are unable to export a student daily attendance record should use the following attendance hierarchy to produce a daily attendance record.

ATTENDANCE_ CODE_TYPE	ATTENDANCE_DESC	ATTENDANCE_ CATEGORY	ATTENDANCE_ CODE_LONG	ATTENDANCE_ SORT_SEQUENCE
STUDENT	Out-of-School Suspension	Suspension	OSS	01
STUDENT	In-School-Suspension	Suspension	ISS	05
STUDENT	Excused	Absent	E	02
STUDENT	Unexcused	Absent	U	03
STUDENT	Tardy	Tardy	T	04

The attendance hierarchy should be applied as follows:

One student suspension record is allowed. Select in this order (OSS, ISS).

One student Absent/Tardy record is allowed. Select in this order (E, U, T).