

MIS ATTENDANCE CODES 2024-25

Code	Description	Meaning
/	Present (AM)	Present
\	Present (PM)	Present
B *	Attending any other approved educational activity	Approved Education Activity
C	Leave of Absence for exceptional circumstance	Authorised Absence
C1	Absence for a regulated performance or employment abroad	Authorised Absence
C2	Leave of absence for school age pupil subject to a part-time timetable	Authorised Absence
D	Dual registration	Approved Education Activity
E	Excluded	Authorised Absence
F	Extended family holiday (agreed)	Authorised Absence
G	Family holiday (not agreed)	Unauthorised Absence
H **	[Inactive code]	-
I	Illness	Authorised Absence
J1	Interview	Authorised Absence
K *	Attending education provision arranged by LA	Approved Education Activity
L	Late (before registers closed)	Present
M	Medical/Dental appointments	Authorised Absence
N	No reason yet provided for absence	Unauthorised Absence
O	Unauthorised Abs	Unauthorised Absence
P	Approved sporting activity	Approved Education Activity
Q ***	Unable to attend the school due to access arrangements	Authorised Absence
R	Religious observance	Authorised Absence
S	Study leave	Authorised Absence
T	Traveller absence	Authorised Absence
U	Late (after registers closed)	Unauthorised Absence
V	Educational visit or trip	Approved Education Activity
W	Work experience	Approved Education Activity
X	Non-compulsory school age absence	Attendance not required
Y1	Unable to attend due to transport normally provided not being available	Authorised Absence
Y2	Unable to attend due to widespread disruption to travel	Authorised Absence
Y3	Unable to attend due to part of the school premises being closed	Authorised Absence
Y4	Unable to attend due to whole school being closed	Authorised Absence
Y5	Unable to attend due as pupil is in criminal justice detention	Authorised Absence
Y6	Absent in accordance with public health guidance or Law	Authorised Absence
Y7 *	Unable to attend because of other unavoidable Cause	Authorised Absence
Z	Pupil not on roll	Attendance not required
#	School closed to pupils & staff	Attendance not required
-	All should attend/No mark recorded	No Mark

* Codes where schools MUST record nature of activity

** If any service children require Holidays in term time than schools should use the code C

*** Use this code where the LA has failed to arrange transport for the student, Y1 is used if the organised transport is not available

0345 222 1551