**/ Present at school (morning session)**

**\ Present at school (afternoon session)**

**B Attending any other approved educational activity (*e.g. courses at college, transition days, supervised alternative provision)***

**C Authorised Leave of absence for exceptional circumstance**

**C1 Leave of absence for the purpose of participating in a regulated performance *(covered by BOPA or Justice of the Peace)***

**C2 Leave of absence for a compulsory school age pupil subject to a part-time timetable**

**D Dual registered at another school**

**E Suspended or permanently excluded and no alternative provision made**

**G Holiday not granted by the school – Unauthorised or not requested**

**I Illness (physical or mental illness but not medical or dental appointment)**

**J1 Leave of absence for the purpose of attending an interview for employment or for admission to another educational institution**

**K Attending education provision arranged by the local authority *(e.g. home tutoring, S19 medical needs provision)***

**L Late arrival before the register is closed**

**M Leave of absence for the purpose of attending a medical or dental appointment**

**N Reason for absence not yet established (*If reason isn’t established with 5 school days place to O)***

**O Absent in other or unknown circumstances**

**P Participating in a sporting activity**

**Q Unable to attend the school because of a lack of access arrangements *(e.g. transport arrangements not provided by Local Authority)***

**R Authorised absence for Religious observance**

**S Leave of absence for the purpose of studying for a public examination**

**T Parent travelling for occupational purposes**

**U Arrived in school after registration closed**

**V Attending an educational visit or trip (arranged by or on behalf of the school)**

**W Attending work experience**

**X Non-compulsory school age pupil not required to attend school**

**Y1 Unable to attend due to transport normally provided not being available for a particular session *(e.g. school bus breaks down)***

**Y2 Unable to attend due to widespread disruption to travel *(local or national disruption, roads closed due to heavy snowfall)***

**Y3 Unable to attend due to part of the school premises being closed**

**Y4 Unable to attend due to the whole school site being unexpectedly closed**

**Y5 Unable to attend as pupil is in criminal justice detention *(police detention, youth detention, young offenders’ institution – does not cover community service)***

**Y6 Unable to attend in accordance with public health guidance or law *(prevent transition of infection 386 of legislation)***

**Y7 Unable to attend because of any other unavoidable cause *(community order or community service, only effects pupil not the parent, detained within immigration centre)***

**Z Prospective pupil not on admission register**

**# Planned whole school closure**