



NEW

AUTOMATED STUDENT ATTENDANCE SYSTEM

In order to help expedite the reporting and investigation of unreported absences and late arrivals, White Oaks Secondary School will be implementing the Automated Student Attendance Reporting system first launched by the Halton District School Board several years ago in elementary schools.

What does that mean for parents?

As of November 3, 2014, absences and late arrivals **must** be reported using the new **1-877-409-6310** number or the web portal. Notes or calls to the school to communicate an absence, late arrival or early dismissal is not sufficient, you **MUST** call the 1-877-409-6310 number or report online using the web attendance portal.

Parents will be able to report absences, late arrivals or early dismissals up to one hour prior to the end of the school day or 1:26 pm.

The new attendance reporting phone number is **1-877-409-6310**. Be sure to listen to the prompts all the way through until you to receive a confirmation #. If you hang up prior to receiving this #, the absence is not reported.

Absences can also be reported using the online portal: **hdsb.schoolconnects.com**.



Set the phone # and/or web portal as a favorite on your phone and/or home or office computer. If using the web portal for reporting, you may also access any phone or email messages sent by the school or the Board, e.g. hot lunch deadline reminders, school closure information, etc.

Should you prefer the on-line reporting method, you will receive an email with a login and password. Please follow the instructions to register your online reporting account.

The system is accessible 24 hours a day, 7 days a week and future absences and late arrivals, e.g. Orthodontist appointments, vacation, hockey tournaments, etc., can be reported at any time as soon as known.

If you have two students in the same grade, you **MUST** call in an absence from a recognized phone number (home number or unblocked cell phone) or use the on-line reporting method.

Thank you for your patience and cooperation while we transition to this new process.



1-877-409-6310
hdsb.schoolconnects.com