

Child Attendance Report

Last Modified on 12/18/2018 9:33 am EST

This report provides time-in and time-out times along with which PIN holder, school administrator (User ID), or one-time pickup person was responsible. A date range is required and several additional filters are optional.

1. Point to **Clock** and click **Child Attendance Report**.
2. *Attendance Date From* and *Through* are required.
3. Use the *Search Criteria* to find specific information.
4. **Submit**.



Use **Total Hours From / Through** to report on students with a certain number of hours for this period.
