

SAMPLE OF AN STATISTICAL REPORT ELEMENTARY LEVEL

Attendance Category		Days Not Enrolled	Unexcused Absences	Excused Absences	Days of Actual Attendance	Number Brought Forward	Number Enrolling						Number On Register			Number Withdrawing				Number Remaining		
							E1	E2	E3	E4	E5	E7		L1	L2	L3	L4	L5	L7	L8		
KINDERGARTEN		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
GRADE 1-3		62	125	59	5690	418	0	2	3	0	0	1	424	0	2	1	0	1	0	1	419	
GRADE 4-6		9	92	24	3809	280	0	0	0	1	0	0	281	0	0	1	0	0	0	1	279	
TOTAL REG K-6		71	217	83	9499	698	0	2	3	1	0	1	705	0	2	2	0	1	0	2	698	
TK.GEN.ED		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Transitional K Exp.(TE)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

No. Of Days Taught: 14
Control Number: 001

I certify that the above figures are a true and correct compilation of individual student attendance records and that supporting worksheets are available for audit.

Principal or Authorized Designee

DISTRIBUTION:
Original: ATTENDANCE & ENROLLMENT SECTION, 26TH FLOOR BEAUDRY BLDG
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The Statistical report for elementary level must be kept and available for auditing purposes for three years. For additional information on record retention, please refer to Page 72 of the Attendance Policies and Procedures Manual dated March 1st, 2013.

Please refer to the most updated bulletin, memorandum or reference guide for detailed information on statistical reports including deadlines and refer to MiSiS job aids for specific instructions to print statistical reports for elementary level.

MEM-072307.0 – Submission of Monthly Statistical Reports for School Year 2018-2019 dated May 20, 2019.

