

Infinite Campus Guide: Checking Student Attendance

Grades and Attendance information is communicated to guardians and students through software called Infinite Campus. Use the link for more information about how to access Infinite Campus Link: [Infinite Campus Information](#).

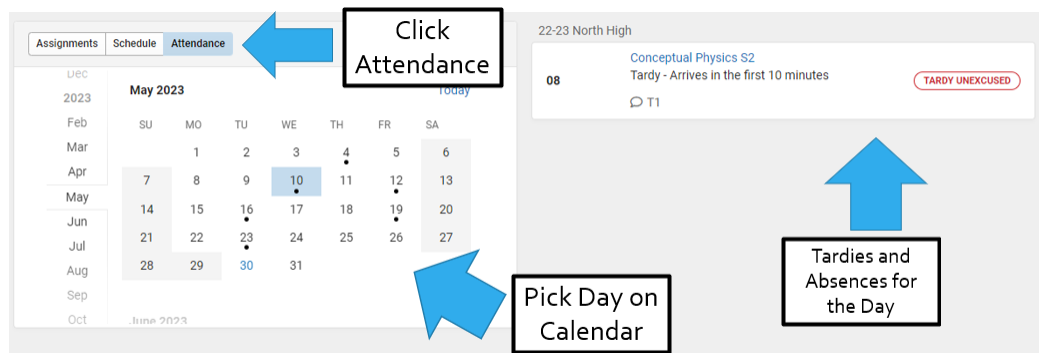
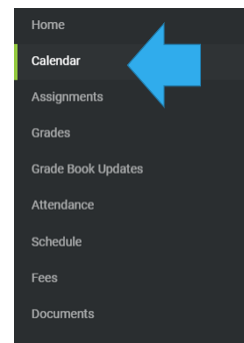
Attendance at North High School

- Attendance is taken every period at North High School. Link: [Bell Schedule at North High](#)
- If you think a teacher has made a mistake with your student’s attendance, contact the teacher directly.
- If you have questions about your student’s attendance, contact the attendance clerk. The attendance clerk’s contact information is at this link: [North High Support Staff Directory](#).
- Call the main office of the school at 515-242-7200 to inform the school of any excused absence for your student.
- If your student is late to a class, the teacher will use a tardy code for the time they arrived.

Tardy Code	What it Means
T1	Student arrived 1-5 minutes after class started.
T2	Student arrived 6-19 minutes after class started
T3	Student arrived more than 20 minutes after class started

Checking Student Attendance with Infinite Campus

- To check your student’s attendance for all classes on a single day, click on “Calendar” on the left side of the screen. (See Right)
 - Click on “attendance” then click on the day for which you would like to see your student’s attendance. Any tardies or absences will be listed on the right. (See Below)



- To check your student’s attendance summary, click on “attendance” in the menu on the left side of the screen. (See Right)

- The total number of tardies and absences will appear for each class. Clicking on a class will show the days on which each absence occurred. (See Below)

COURSE	ABSENT	TARDY
*AP Human Geography S2	0	0
Cheerleading	0	0
Conceptual Physics S2	0	1
Directed Study S2 (NC)	1	0
English II S2	0	0
Geometry S2	0	0

