Rhode Island Department of Education Data Collection Specifications – Attendance

Last Updated on August 17, 2020

About

Attendance data includes information for every school day for every student describing the student's attendance in a school. This collection collects days of attendance, days of absence, days of tardiness, and days of early dismissal.

Requirements

The *Attendance* data submission is an existing submission that LEAs have been submitting to RIDE since the 2008-09 school year on a daily basis.

Changes for 2020-21 School Year

For the 2020-21 school year, students who are 'present' and receiving distance learning by the district must be reported to RIDE using the new type 1F code – present: out of school with school provided distance learning. This is a new requirement that must be submitted to RIDE daily.

Submission Process

Attendance data can be submitted through eRIDE (www.eride.ri.gov) using the Enrollment Census application or through the Automated Data Transfer (ADT) agent. *Attendance* is a submission type within the Enrollment Census application.

Data Elements

FieldName	FieldNameLong	FieldType	FieldLength	Required	ElementDescription
DISTCODE	DISTRICT CODE	TEXT	2	Y	The identifier assigned to a local education agency (LEA) by the State Education Agency (SEA). Also known as the State ID.
SCHCODE	SCHOOL CODE	TEXT	5	Y	State Assigned School Code
SASID	STATE ASSIGNED STUDENT ID	TEXT	10	Y	A 10-digit unique numeric ID assigned to each student in R.I. by the State.
LASID	LOCALLY ASSIGNED STUDENT ID	TEXT	16	Y	Unique student ID assigned by LEA or school
ATTEND_DATE	DATE OF ATTENDANCE/ABSENCE/TARDY/DISMISSAL	DATE		Y	
ATTEND_TYPE	TYPE OF ATTENDANCE/ABSENCE/TARDY/DISMISSAL	TEXT	2	Y	

Acceptable Values for ATTEND_TYPE

1A	Present	In school, regular instructional program
1B	Present	Nontraditional school setting, regular instructional program

1C	Present	Disciplinary action, receiving instruction
1D	Present	Out of school, regular instructional program activity
1E	Present	Out of school, school-approved extracurricular or co-curricular activity
1F	Present	Out of school, school provided distance learning
2A	Absent	Noninstructional activity recognized by State or school
2B	Absent	Religious observation
2C	Absent	Illness, injury, health treatment, or examination
2D	Absent	Family emergency or bereavement
2E	Absent	Disciplinary action, not receiving instruction
2F	Absent	Legal or judicial requirement
2G	Absent	Family activity
2H	Absent	Student employment
2I	Absent	Transportation not available
2J	Absent	Student is skipping school
2K	Absent	Absent – Unexcused Other
2L	Absent	Absent – Excused Other
3B	Tardy	Religious observation
3C	Tardy	Illness, injury, health treatment, or examination
3D	Tardy	Family emergency
3F	Tardy	Legal or judicial requirement
3G	Tardy	Family activity
3H	Tardy	Student employment
3I	Tardy	Transportation not available
3K	Tardy	Tardy – Unexcused Other
3L	Tardy	Tardy – Excused Other
4B	Early Dismissal	Religious observation
4C	Early Dismissal	Illness, injury, health treatment, or examination
4D	Early Dismissal	Family emergency
4E	Early Dismissal	Disciplinary action, not receiving instruction
4F	Early Dismissal	Legal or judicial requirement
4G	Early Dismissal	Family activity
4H	Early Dismissal	Student employment
4I	Early Dismissal	Transportation not available
4K	Early Dismissal	Early Dismissal – Unexcused Other
4L	Early Dismissal	Early Dismissal – Excused Other

Validations

DISTCODE – This field must be a valid LEA in the RIDE master directory and must also be the district associated with the user that is submitting the data.

SCHCODE – This field must be a valid school in the RIDE master directory and must also be a school within the DISTCODE.

SASID – This field must be a valid SASID in the RIDE student master directory.

DISTCODE/SCHCODE/SASID – The student (SASID) must be enrolled in the current enrollment submission in the school reported in Attendance as SCHCODE.

ATTEND_DATE – A student can have 1 TARDY and 1 EARLY DISMISSAL record. In all other cases, the ATTEND_DATE can only occur once per SASID. In addition, this field must be a valid date between the first and last day of school for the SCHCODE.