

June 9, 2022

Dear School District of Philadelphia Parents and Guardians:

As we reach the end of the school year, it is important that an accurate record of your student's attendance and grades, especially reading, math and science, are properly recorded so that we can identify how best to support all of our students and plan for their future academic success. **Therefore, we would like to remind you to ensure that you have provided your child's school with notes for any absences you believe should be excused, per the attendance guidelines, before June 14, the last day of the school year for students.** Please also ensure with your child's school that your child's attendance records are accurate and up-to-date and that you address any inconsistencies in your child's grades with the school.

You can view your child's attendance information in the Parent & Family Portal. If you do not have a Parent & Family Portal account use the directions found [here](#) to sign up.

Once you have created your Parent & Family Portal account or if you already have an account, use the appropriate stepper linked below to access your child's attendance information. [Campus Parent Tutorial Video](#); [Campus Parent Stepper \(MS/HS\)](#); [Campus Parent Stepper \(Elementary\)](#). Translated versions of all steppers available [here](#).

If you do not have a Parent Portal, you can always view your child(ren)'s attendance information by logging into their Student Portal with them. The steppers below provide instructions on how to access your student's portal: [Campus Student Stepper \(MS/HS\)](#); [Campus Student Stepper \(Elementary\)](#).

For additional helpful information, please visit the Attendance & Truancy website [here](#). If you have questions regarding reconciling your child's attendance, please call your child's school and ask to speak with the secretary.

Have a safe and happy summer.

Sincerely,

The School District of Philadelphia
Office of Student Support Services