

# Flags (Student)

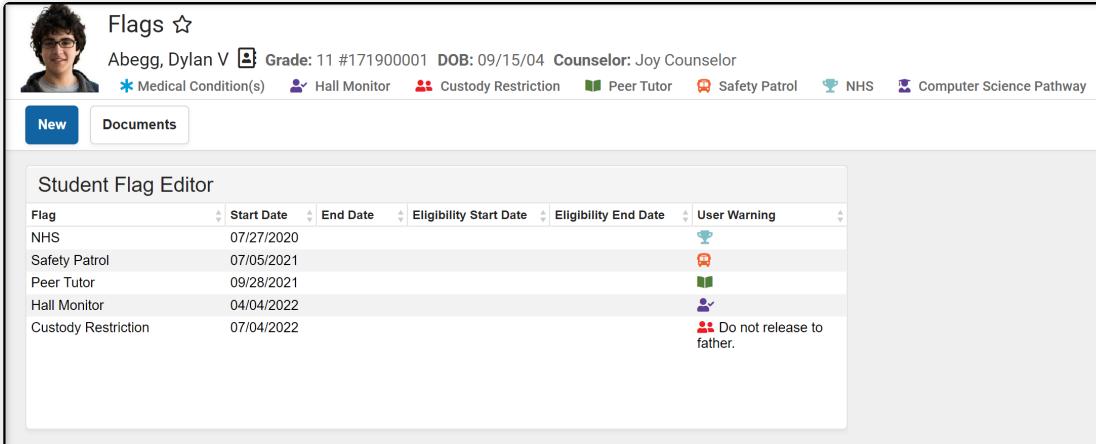
Last Modified on 01/21/2026 10:50 am CST

## Tool Search: Flags

**Flags** can be used to display information alerts for a student. For example, flags may be created for special information on file in the office, student medical conditions, or that the student is participating in a school-related program or activity of some kind. There is no limit to the number of flags that can be assigned to a student.

## General Information

Flags related to general information (demographics, contact, etc.) are created in the [Flags](#) tool in the Program Administration area and display in the student header. Flags can be set up to display for medical conditions assigned as [Health Conditions](#), Graduation Programs that are assigned and managed in the [Graduation Programs](#) tool, and Blended Learning flags that display when a student is assigned to a [Blended Learning Group](#).



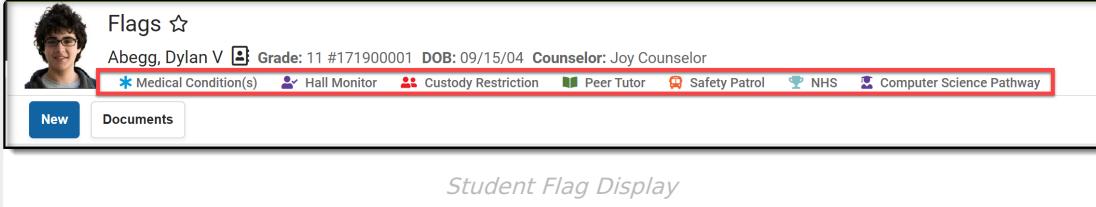
The screenshot shows the 'Flags' tool interface for student Abegg, Dylan V. The top bar displays the student's name, grade (11), and DOB (09/15/04). Below the top bar, there are several buttons for different flag types: Medical Condition(s) (highlighted with a red box), Hall Monitor, Custody Restriction, Peer Tutor, Safety Patrol, NHS, and Computer Science Pathway. A 'New' button is also present. The main area is titled 'Student Flag Editor' and contains a table with the following data:

Flag	Start Date	End Date	Eligibility Start Date	Eligibility End Date	User Warning
NHS	07/27/2020				
Safety Patrol	07/05/2021				
Peer Tutor	09/28/2021				
Hall Monitor	04/04/2022				
Custody Restriction	07/04/2022				

A tooltip for the Custody Restriction flag reads: 'Do not release to father.'

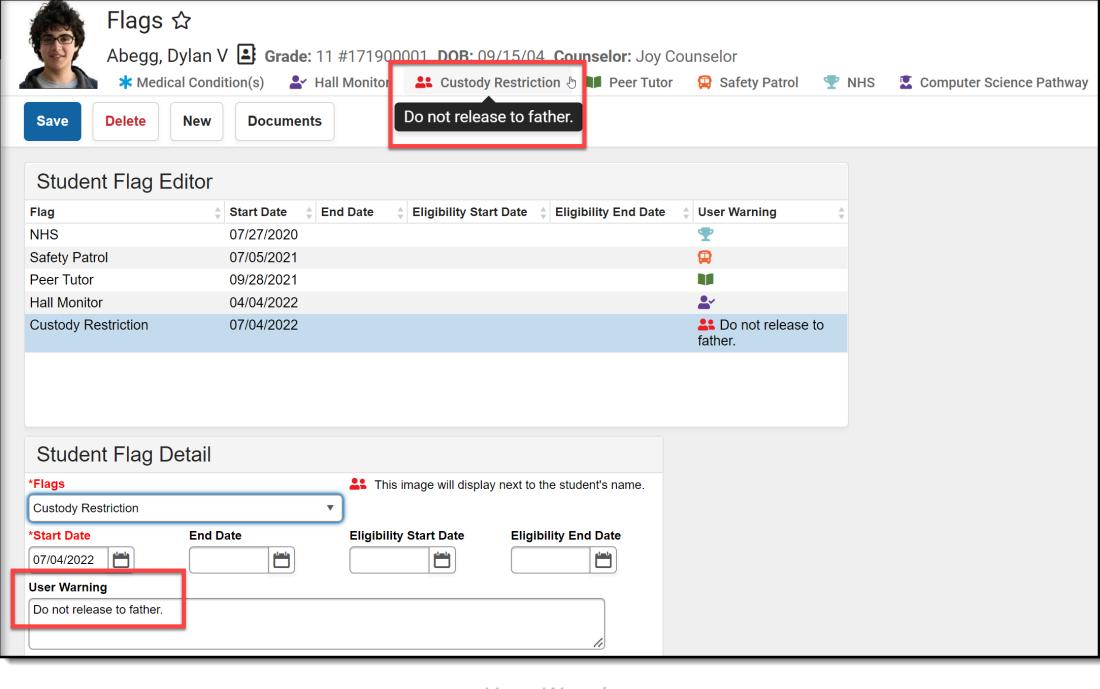
Below the table, the text 'Student Flags' is displayed.

Not all flags display an image next to the student's name. The display is determined by the settings assigned to the flag when it is created in Program Admin. When an image is displayed, it appears below to the student's name.



The screenshot shows the 'Flags' tool interface for student Abegg, Dylan V. The top bar displays the student's name, grade (11), and DOB (09/15/04). Below the top bar, there are several buttons for different flag types: Medical Condition(s) (highlighted with a red box), Hall Monitor, Custody Restriction, Peer Tutor, Safety Patrol, NHS, and Computer Science Pathway. A 'New' button is also present. The main area is titled 'Student Flag Display'.

When a User Warning is entered for the flag, that text displays when hovering over the flag. The text that displays when hovering over a student flag is limited to 100 characters. The whole message of a User Warning can be viewed by clicking on the corresponding flag.



The screenshot shows the 'Flags' page for student Abegg, Dylan V. The student's profile picture and basic information are at the top. Below is a list of flags assigned to the student, with 'Custody Restriction' highlighted and a red box around its 'User Warning' text: 'Do not release to father.' A second red box highlights this text in the 'Student Flag Detail' section below. The 'User Warning' field in the detail section also contains the same text.

**Flags** ☆

Abegg, Dylan V Grade: 11 #171900001 DOB: 09/15/04 Counselor: Joy Counselor

\* Medical Condition(s) Hall Monitor Custody Restriction Peer Tutor Safety Patrol NHS

**Save** **Delete** **New** **Documents**

**Do not release to father.**

**Student Flag Editor**

Flag	Start Date	End Date	Eligibility Start Date	Eligibility End Date	User Warning
NHS	07/27/2020				
Safety Patrol	07/05/2021				
Peer Tutor	09/28/2021				
Hall Monitor	04/04/2022				
Custody Restriction	07/04/2022				Do not release to father.

**Student Flag Detail**

\*Flags This image will display next to the student's name.

Custody Restriction

**Start Date** 07/04/2022 **End Date** **Eligibility Start Date** **Eligibility End Date**

**User Warning**

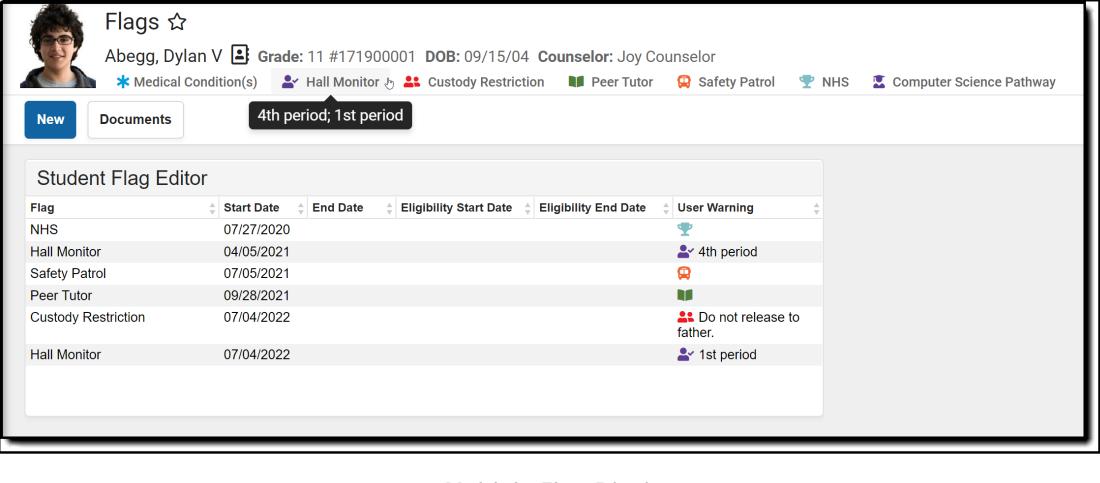
Do not release to father.

*User Warning*

See the [Flags Tool Rights](#) article for information about rights needed to use this tool.

## Multiple Flag Assignment

A student may be assigned the same type of flag multiple times. These are entered as separate instances of the flag. Only one instance of a flag image displays next to the student's name. The User Warnings entered for the individual flags display in one hover text box separated by a semi-colon, as seen for the two active Hall Monitor flags in the screenshot below.



The screenshot shows the 'Flags' page for student Abegg, Dylan V. The student's profile picture and basic information are at the top. Below is a list of flags assigned to the student, with 'Hall Monitor' highlighted and a red box around its 'User Warning' text: '4th period; 1st period'. A second red box highlights this text in the 'Student Flag Detail' section below. The 'User Warning' field in the detail section also contains the same text.

**Flags** ☆

Abegg, Dylan V Grade: 11 #171900001 DOB: 09/15/04 Counselor: Joy Counselor

\* Medical Condition(s) Hall Monitor Custody Restriction Peer Tutor Safety Patrol NHS

**New** **Documents**

**4th period; 1st period**

**Student Flag Editor**

Flag	Start Date	End Date	Eligibility Start Date	Eligibility End Date	User Warning
NHS	07/27/2020				
Hall Monitor	04/05/2021				4th period
Safety Patrol	07/05/2021				
Peer Tutor	09/28/2021				
Custody Restriction	07/04/2022				Do not release to father.
Hall Monitor	07/04/2022				1st period

**Student Flag Detail**

\*Flags This image will display next to the student's name.

Hall Monitor

**Start Date** **End Date** **Eligibility Start Date** **Eligibility End Date**

**User Warning**

4th period; 1st period

*Multiple Flag Display*

## Assign Flag to Student

1. Select the **New** icon. The **Student Flag Detail** editor displays below the **Student Flag Editor**.
2. Select the **Flag** to assign to the student from the dropdown list. If the item chosen is designated to display an image, a note to the right of that dropdown list will appear, indicating the image will display next to the student's name.
3. Enter the **Start Date** for the flag.
4. Enter an **Eligibility Start Date**, if applicable.
5. Enter a **User Warning** for the flag.
6. Enter **Participation Details** for the flag.
7. Enter a **Description** for the flag.
8. Click the **Save** icon when finished. The new flag is listed in the **Student Flag Detail** table, and if indicated in Program Admin, an image displays next to the student's name.

It may be necessary to refresh the page to see the newly assigned flag and its accompanying image.

## End Flag Assignment

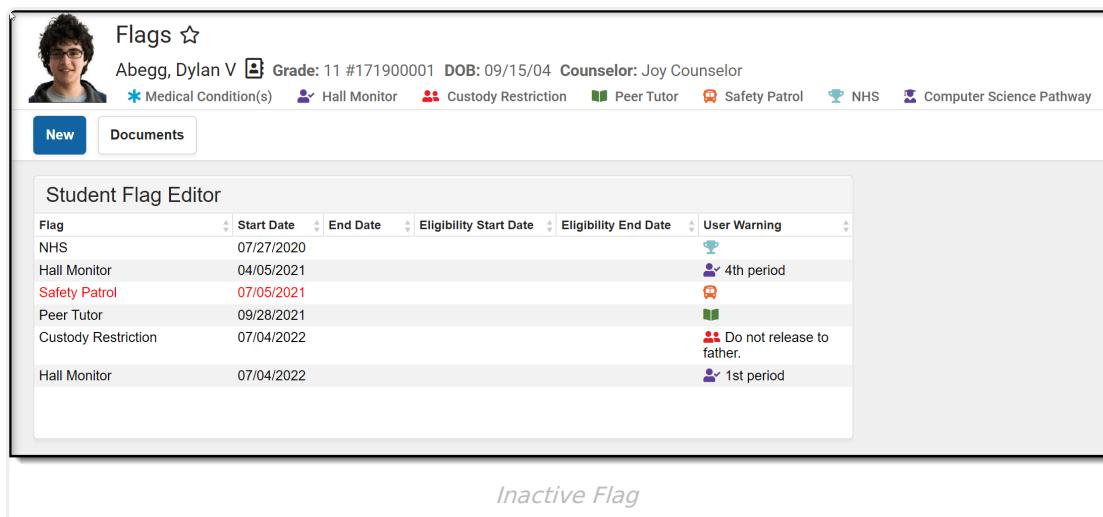
1. Select the **Flag** that needs to be ended from the **Student Flag Editor**.
2. In the **Student Flag Detail** area, enter an **End Date** for the program.
3. Click the **Save** icon when finished. The entered End Date displays in the Student Flag Editor.

Images display through the entered End Date. For example, if the flag is ended as of Sept. 30, the flag displays on Sept. 30 but is removed after midnight on Oct. 1.

## Delete Flag Assignment and Inactive Flags

To delete a flag, select the entry to be deleted from the **Student Flag Detail** area and click the **Delete** icon. This permanently removes the flag from the student's record. This should only be done if the flag was originally assigned in error.

Flags that have been deactivated in the Program Admin Flags editor but are still assigned to a student display in red.



Flags ☆

Abegg, Dylan V  Grade: 11 #171900001 DOB: 09/15/04 Counselor: Joy Counselor

\* Medical Condition(s) Hall Monitor Custody Restriction Peer Tutor Safety Patrol NHS Computer Science Pathway

New Documents

Student Flag Editor

Flag	Start Date	End Date	Eligibility Start Date	Eligibility End Date	User Warning
NHS	07/27/2020				 4th period
Hall Monitor	04/05/2021				 Safety Patrol
<b>Safety Patrol</b>	<b>07/05/2021</b>				 Peer Tutor
Peer Tutor	09/28/2021				 Custody Restriction
Custody Restriction	07/04/2022				 Hall Monitor
Hall Monitor	07/04/2022				 1st period

Inactive Flag

## Blended Learning Group Flags

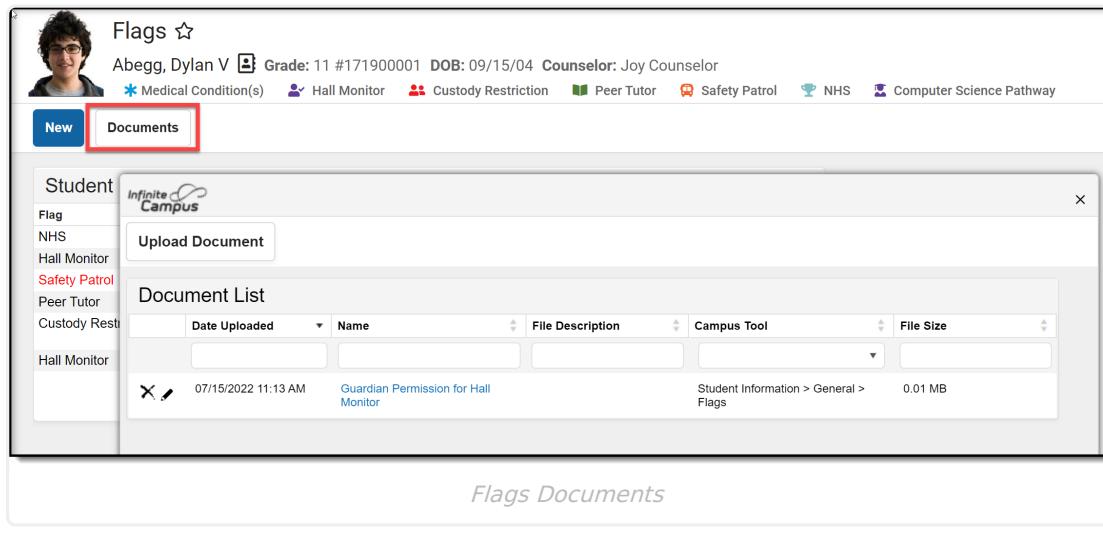
Blended Learning Groups allow districts to identify the attendance setting for students who are on-site in a building for learning, for students who are virtually attending classes or a combination of both.

When a student is assigned to a Learning Group, that flag displays in the header along with other assigned flags. This flag cannot be modified from the Student Flags tool.

See the [Blended Learning Groups](#) article for an overview of the entire Blended Learning Group process.

## Documents

To view documents, click the **Documents** button on the action bar. See the [Student Person Documents](#) article for more information.



Flags ☆

Abegg, Dylan V  Grade: 11 #171900001 DOB: 09/15/04 Counselor: Joy Counselor

\* Medical Condition(s) Hall Monitor Custody Restriction Peer Tutor Safety Patrol NHS Computer Science Pathway

New Documents

Student Flag Editor

Flag	Start Date	End Date	Eligibility Start Date	Eligibility End Date	User Warning
NHS	07/27/2020				 4th period
Hall Monitor	04/05/2021				 Safety Patrol
<b>Safety Patrol</b>	<b>07/05/2021</b>				 Peer Tutor
Peer Tutor	09/28/2021				 Custody Restriction
Custody Restriction	07/04/2022				 Hall Monitor
Hall Monitor	07/04/2022				 1st period

Flags Documents

## State-Specific Information

Fields vary by state. Follow the link to view Flag information for your state.

- [Indiana](#)
- [New York](#)

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