BIE Consecutive Days Absent Report

Last Modified on 12/14/2025 8:45 pm CST

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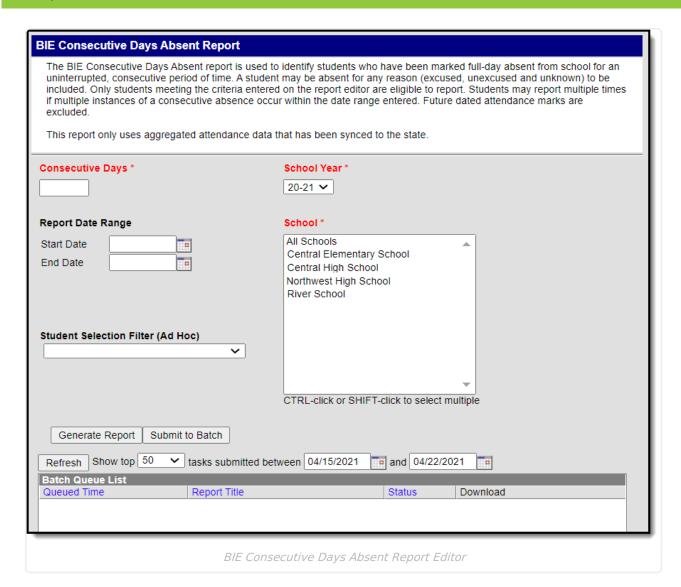Tool Search: Consecutive Days Absent

The BIE Consecutive Days Absent report identifies BIE students who have been consecutively absent from school for an uninterrupted period. Students absent from their scheduled instructional periods for the entire day are eligible to report. Students may report each time a consecutive absence occurs within the date range entered. Future-dated attendance marks are excluded.

This report uses aggregated attendance data that has been synced to the state. The following attendance excuse codes are considered:

- Excused
- Unexcused
- Unknown

> This report is available in BIE NASIS State Edition only.

BIE Consecutive Days Absent Report Editor

Tool Rights

Read - Generate and view the BIE Consecutive Days Absent Report
Write - N/A
Add - N/A
Delete - N/A

Read tool rights must also be given to the parent-level BIE Reports tool for access. The Tool Rights article provides more information about Tool Rights and how they function.

Before you start, consider the following.

- On a nightly basis, an attendance aggregation processing job runs at the district level to update the aggregated attendance data (used in attendance reports and ad hoc for NASIS State Edition sites) to include the prior day's attendance. Because this job only looks at changes made to attendance fields the day prior, backdated attendance changes

Report Logic

This report uses the following logic.

▶ Click here to expand...

Student

Students do not report if:

- The student does not have a NASIS ID.
- Attendance has not been included in Aggregated Attendance Calculations.
    - Future-dated attendance marks are not included in aggregated attendance calculations.
    - Future-dated enrollments are not included in aggregated attendance calculations.
- Enrollment Type is 3: Public Enrolled.
- Enrollment is marked as No Show.
- Enrollment start and end dates are the same.
- Enrollment is marked as BIE Exclude.
- The student has not been absent for the number of days entered in the report editor's Consecutive Days field.
- Absence is not considered a full-day absence.

Calendar

Calendars do not report if:

- Calendar is marked as Excluded.
- Calendar days have not synced.
- Calendar Type is not one of the following:
    - I: Instructional
    - S: Summer School
    - 21: 21st Century
- Attendance aggregation calculations have not been completed for the calendar.

Attendance

The following attendance requirements apply:

- Only aggregated attendance data is used.
- Attendance must be synced to the state.
- Absence from school must be for a full day.
  - A full-day absence is determined by comparing the student's absent minutes for the day against their total scheduled daily minutes.
    - For example, if the student is scheduled into 6 instructional periods and marked absent for all 6, the student is considered full-day absent.
      - If a student was present in an instructional period and left, AND the *Check-out* mode was used in the Attendance Wizard to record the student's departure, the student will not be considered full-day absent because of their present minutes. Present minutes are displayed in the student's attendance record on the Attendance tab.
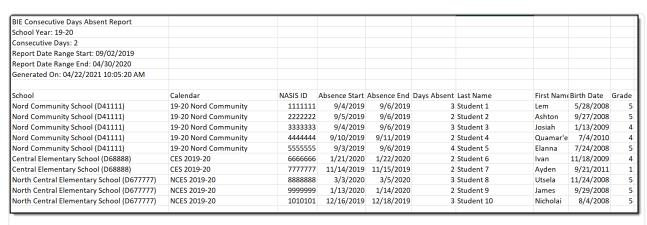- Future-dated attendance marks are excluded.

Report Editor Details

Field	Description
Consecutive Days *Required*	The amount of time a student's absence from school (for any reason) must span without interruption. Only full-day absences are included. Students may report multiple times if multiple instances of consecutive days absent occur within the date range entered. **Example:** *3* is entered in the Consecutive Days field for the date range of 9/1/2020 - 4/1/2021. A student has been absent for a full day on the following days: • 10/5/2020-10/8/2020 (4 days) - eligible to report • 12/3/2020-12/11/2020 (7 days) - eligible to report • 02/02/2021-02/03/2021 (2 days) - not eligible to report In this example, the student will report twice.
School Year *Required*	Identifies the school year the report will use. The School Year will default to the one selected in the Campus toolbar. Only students enrolled in the selected school year are eligible to report. If reporting on a prior school year, the prior school year's data must be aggregated and synced to the state to report. Only students with primary enrollments to a selected school calendar will report for the school year selected.
Report Date Range	This option narrows the report only to include students whose consecutive absences fall within the date range entered. If no dates are entered, the Start Date and End Date fields will default to the earliest calendar start date and latest calendar end date across all the calendars of the schools selected.

Field	Description
School *Required*	Identifies the school(s) the report should include. When a school is selected, all eligible calendars associated with it are considered. Use the CTRL and SHIFT keys to select multiple schools.
Student Selection Filter (Ad Hoc)	Narrows the report only to include students found in a previously created [Ad Hoc filter](#) (optional).

Generate the Report

1. Enter a value greater than 1 into the **Consecutive Days** field.
2. Select a **School Year**.
3. Enter a Start Date and End Date into the **Report Date Range** fields. If left blank, the calendar with the earliest start date and the calendar with the latest end date (across all calendars of all the selected schools) will apply.
4. Select the desired **School(s)** to include in the report. The report will include qualifying students across all calendars in the selected schools.
5. Select a previously created Ad Hoc from the **Student Selection Filter**.
6. Select the **Generate Report** button to generate an immediate report or select the **Submit to Batch** button to select when the report generates. This process allows larger reports to generate in the background without disrupting the use of Campus or impacting system performance. Reports generate in CSV format.

BIE Consecutive Days Absent Report									
School Year: 19-20									
Consecutive Days: 2									
Report Date Range Start: 09/02/2019									
Report Date Range End: 04/30/2020									
Generated On: 04/22/2021 10:05:20 AM									
School	Calendar	NASIS ID	Absence Start	Absence End	Days Absent	Last Name	First Name	Birth Date	Grade
Nord Community School (D41111)	19-20 Nord Community	1111111	9/4/2019	9/6/2019	3	Student 1	Lem	5/28/2008	5
Nord Community School (D41111)	19-20 Nord Community	2222222	9/5/2019	9/6/2019	2	Student 2	Ashton	9/27/2008	5
Nord Community School (D41111)	19-20 Nord Community	3333333	9/4/2019	9/6/2019	3	Student 3	Josiah	1/13/2009	4
Nord Community School (D41111)	19-20 Nord Community	4444444	9/10/2019	9/11/2019	2	Student 4	Quamar'e	7/4/2010	4
Nord Community School (D41111)	19-20 Nord Community	5555555	9/3/2019	9/6/2019	4	Student 5	Elanna	7/24/2008	5
Central Elementary School (D68888)	CES 2019-20	6666666	1/21/2020	1/22/2020	2	Student 6	Ivan	11/18/2009	4
Central Elementary School (D68888)	CES 2019-20	7777777	11/14/2019	11/15/2019	2	Student 7	Ayden	9/21/2011	1
North Central Elementary School (D677777)	NCES 2019-20	8888888	3/3/2020	3/5/2020	3	Student 8	Utsela	11/24/2008	5
North Central Elementary School (D677777)	NCES 2019-20	9999999	1/13/2020	1/14/2020	2	Student 9	James	9/29/2008	5
North Central Elementary School (D677777)	NCES 2019-20	1010101	12/16/2019	12/18/2019	3	Student 10	Nicholai	8/4/2008	5

BIE Consecutive Days Absent Report - CSV Format