

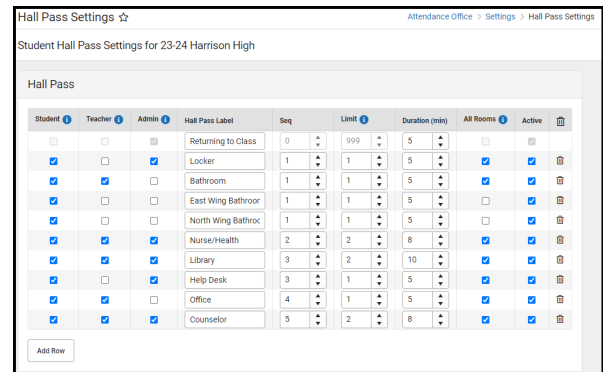
# Hall Pass Release

Last Modified on 02/01/2024 2:15 pm CST

The Campus Workflow Suite now includes our streamlined Hall Pass tools in this latest release. Located in the Attendance Office module, these new features are designed to empower schools with improved control and efficiency in managing student movements within their district.

## Hall Pass Settings

- Create calendar-based hall pass locations for student pass requests or faculty pass assignments.
- Set a limit on the number of active passes a teacher can have for each location.
- Duration defines the validity period for a pass, ensuring sufficient time for students to move between locations.
- Unique locations, such as a main office or library, can be assigned from any room.



Hall Pass Settings ☆ Attendance Office > Settings > Hall Pass Settings

Student Hall Pass Settings for 23-24 Harrison High

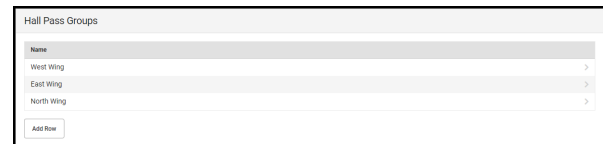
Hall Pass

Student	Teacher	Admin	Hall Pass Label	Seq	Limit	Duration (min)	All Rooms	Active	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Returning to Class	0	999	5	<input type="checkbox"/>	<input type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Locker	1	1	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bathroom	1	1	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	East Wing Bathroom	1	1	5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	North Wing Bathroom	1	1	5	<input type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Nurse/Health	2	2	8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Library	3	2	10	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Help Desk	3	1	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Office	4	1	5	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Counselor	5	2	8	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	

Add Row

## Hall Pass Groups

- Group locations to specific rooms for better tracking and control.



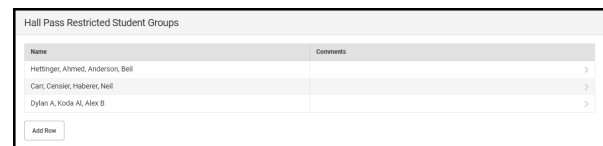
Hall Pass Groups

Name	
West Wing	>
East Wing	>
North Wing	>

Add Row

## Hall Pass Restricted Students Groups

- Assign students to restricted groups, preventing more than one group member from being issued or requesting a pass at a time.
- Administrators have the authority to override restrictions if necessary.



Hall Pass Restricted Student Groups

Name	Comments
Hettinger, Ahmed, Anderson, Bell	>
Carl, Censler, Habes, Neil	>
Dylan A, Koda A, Alex B	>

Add Row

## Teacher Hall Pass View

Teacher Hall Pass View

Varsity Band IB 5 7

NAME	REMAINING TIME	END PASS?	LOCATIONS
Bhaktia, Arjun			Bathroom Nurse/Health Library Office Counselor
Bolander, Brady M	4m 37s	End Pass	Bathroom Nurse/Health Library Office Counselor
Cloutier, Tripha M			Bathroom Nurse/Health Library Office Counselor
Cutter, Christopher			Bathroom Nurse/Health Library Office Counselor
Deuser, Nicolas N			Bathroom Nurse/Health Library Office Counselor
El-Khatib, Ismael H			Bathroom Nurse/Health Library Office Counselor
Habert, Brodie			Bathroom Nurse/Health Library Office Counselor
Haggis, Alexandra			Bathroom Nurse/Health Library Office Counselor
Hanner, Nikolai			Bathroom Nurse/Health Library Office Counselor

Create Hall Pass

- Teachers can issue passes, monitor remaining time, and end passes.
- A customizable 6-digit code is used to approve a student's requested hall pass.
- Pass status changes color based on the remaining time.

## Student Requested Hall Passes

- Through the Student App/Student Portal, students can request passes for teachers to approve using a unique passcode provided by their teachers.

Hall Pass

Christopher Cutter

Grade: 09

No pass has been issued to Christopher Cutter.

Request Hall Pass

Current Class  
Geography B  
11:40 AM - 1:00 PM  
Buckberger, Simon  
Room: 1501

## Hall Monitor Grid and Student Hall Pass Lookup

Student Hall Pass Lookup

Cutter, Christopher Student #: 035460003 Grade: 09 DOB: 10/12/2008 Counselor: Jay Counselor

HS Graduation

Christopher Cutter

Grade: 09

Time Issued: 2:53 PM

Destination: Office

Time Remaining: 4m 24s

Current Class: English I Room: 1174

Next Class: US History B Room: 1125

Create New Hall Pass

Add Time: 5 minute(s)

End Hall Pass: End current hall pass to Office?

Return to Grid

- Provides administrators with real-time information on students with active passes.
- Allows administrators to manage passes, including ending, extending, or creating new ones.

## Classroom Attendance Kiosk

- Enables streamlined scanning for attendance and pass issuance based on configured settings.

Classroom Attendance Kiosk ☆

Launching this tool will log you out of Campus and open in a new window

Room \*

Issue Hall Pass

☒

Take Attendance

☒