

Book 3

# DAILY REGISTER

Division \_\_\_\_\_

SCHOOL \_\_\_\_\_

DEPARTMENT \_\_\_\_\_

Register No. 3

Class \_\_\_\_\_

Session \_\_\_\_\_

*M*

# RULES WITH REGARD TO SCHOOL REGISTERS

## General

1. A Register of Admission and Withdrawal and a Register of Summaries shall be kept in every school except a camp school; Daily Registers shall be kept in every day school and in every boarding school which is attended by day pupils; a Register of Arrival and Departure shall be kept in every boarding school; and Camp Registers shall be kept in every camp school.

2. All entries shall be made in ink. No entry shall be erased. If a correction is required, it shall be made by means of a subsequent entry or of an explanatory note in such a manner that both the original entry and the alteration are clear on the face of the record.

3. All registers shall be so arranged as to provide readily such statistics relating to pupils in attendance at the school as may from time to time be required by the Secretary of State. The daily registers, the register of arrival and departure and the register of summaries shall be so arranged as to distinguish between the following categories of pupils, and the entries required by Rules 16 and 18 to be made in the register of summaries shall be made separately for each category—

- (1) pupils in nursery classes;
- (2) pupils in special classes;
- (3) pupils in primary departments, other than pupils in nursery classes and special classes;
- (4) pupils in secondary departments, other than pupils at stages S IV, S V and S VI and pupils in special classes;
- (5) pupils at stages S IV, S V and S VI in secondary departments.

## Register of Admission and Withdrawal

4. (1) The register of admission and withdrawal shall be in the form of a bound volume, or of a loose leaf volume, or of an alphabetical card index securely stored in suitable drawers; and if it is bound or loose leaf shall have an alphabetical index either as part of the volume or on cards.

(2) The register shall show for each pupil—

- (a) his number on the register;
- (b) the date of his admission or re-admission;
- (c) his full name;
- (d) his address;
- (e) his date of birth which shall be ascertained from his birth certificate on his admission to the first public or grant-aided school in which he is enrolled and from the pupils' progress record on his admission to other public or grant-aided schools;
- (f) the name and address of the person who, in the opinion of the education authority, is responsible for securing the regular attendance of the pupil at school, being the parent or guardian of the pupil, or the person liable to maintain him, or the person having the actual custody of him;
- (g) whether exemption from religious observance or instruction is claimed;
- (h) the last school attended (if any);
- (i) the class in which he is placed on admission or re-admission; and
- (j) if he has been withdrawn from the school, the date and reason for his withdrawal and the class then reached.

5. Successive numbers shall be allotted to pupils on their admission; if a pupil is re-admitted to the school after having been withdrawn from the school, a new entry shall be made in the register of admission and withdrawal and a new number shall be allotted to the pupil.

6. (1) Except as hereinafter provided, a pupil shall be registered as having been withdrawn from a public school if—

- (a) he is known to be attending another school; or
- (b) he has been withdrawn from school by the person responsible for his regular attendance at school, with the consent of the education authority if he is of school age; or
- (c) he has been excluded from the school by the education authority; or
- (d) he has been absent from school for a period of four consecutive weeks and cannot be traced; or
- (e) special arrangements are being made for his education, under section 14 of the Act of 1946, at his home, in a hospital or elsewhere.

(2) Except as hereinafter provided, a pupil shall be registered as having been withdrawn from a grant-aided school if he has been withdrawn from the school by the person responsible for securing his regular attendance at school or has been excluded from the school by the managers.

(3) Where, with approval of the education authority, a pupil attends a camp school, he shall not be registered as having been withdrawn from the school which he normally attends.

## Daily Registers

7. In the case of a day school the daily registers shall contain the names of all pupils shown by the register of admission and withdrawal to have been admitted or re-admitted to the school and not to have been withdrawn subsequently therefrom. In the case of a boarding school the daily registers shall contain the names of all such pupils who are not admitted to the school as boarders.

8. (1) The head teacher shall in respect of each meeting and before the end of the meeting cause to be entered in the appropriate column in the daily registers—

- (a) against the name of every absent pupil who is not deemed to be present, the symbol "O";
- (b) immediately below the space in the column opposite the name of the pupil last entered in the register, a horizontal line; and
- (c) at the foot of the column, the total number of absent pupils who are not deemed to be present.

(2) For the purposes of this Rule, an absent pupil shall be deemed to be present if—

- (a) he is in attendance at a camp school with the consent of the education authority; or
- (b) he is taking part in a visit or excursion which has been approved by the District Inspector as being of educational value; or
- (c) he is attending a child guidance clinic or undergoing medical or dental inspection, examination or treatment or cleansing, under arrangements made by the education authority or with their consent, provided that the absence from school does not extend to more than two consecutive meetings—

but a pupil exempted from school attendance either under section 34 of the Act of 1946 or under section 1 of the Education (Exemptions) (Scotland) Act, 1947, shall not be deemed to be present.

9. When a meeting is held in any school in which a column is provided in the daily register, the head teacher shall cause a vertical line to be entered in the said column before the next meeting.

10. At the end of each week in which one or more meetings are held there shall be entered in the daily register—

- (1) against the name of each pupil on the register, the number of absences registered during the week in accordance with Rule 8;
- (2) the sum of the numbers so entered;
- (3) the number of meetings held during the week;
- (4) the number of pupils whose names have been placed on the register in the course of the week, the number of pupils whose names have been withdrawn from the register in the course of the week, and the number of pupils on the register on the last day of the week on which a meeting was held; and
- (5) the number of possible attendances during the week, that is to say the number obtained by multiplying the number of pupils on the register on the last day of the week by the number of meetings during the week.

11. At the end of each school year, the head teacher shall cause to be entered in the daily register, against the name of each pupil on the register, the number of absences registered during the year in accordance with Rule 8.

## Register of Arrival and Departure

12. The register of arrival and departure shall contain the names of all pupils shown by the register of admission and withdrawal to have been admitted or re-admitted to the school and not to have been withdrawn subsequently therefrom who are admitted to the school as boarders.

13. The head teacher shall cause to be entered in the register of arrival and departure, against the name of each pupil on the register, every date upon which he comes into residence at the school, every date upon which he ceases to be in residence at the school, every date upon which, although in residence at the school, he is unable through illness or injury to undergo instruction, and every date upon which, while in residence at the school, he is temporarily absent therefrom. The register shall also show whether a pupil absent from the school while it is in session is absent with leave or on other reasonable grounds.

14. At the end of each school year the head teacher shall cause to be entered in the register of arrival and departure, against the name of each pupil on the register, the total number of days on which, while the school was in session, he was not in residence or was in residence but was unable through illness or injury to undergo instruction or was temporarily absent from the school.

## Register of Summaries

15. At the end of each week in which one or more meetings are held or of each period consisting of a number of such weeks not exceeding five, the head teacher shall cause to be transferred from the daily registers to the register of summaries—

- (1) the total number of absences registered during the week or period;
- (2) the total number of meetings during the week or period;
- (3) the number of pupils on the daily registers on the last day of the week on which a meeting was held or, if the transfers are made at intervals of more than a week, the sum of the numbers on the registers on the last day on which a meeting was held in each week of the period; and
- (4) the total number of possible attendances during the week or period.

16. At the end of each school year the head teacher shall cause the entries made in the register of summaries in accordance with the last foregoing Rule to be added and shall enter in the register—

- (1) the total number of attendances by day pupils during the year, that is to say the difference between the total number of possible attendances during the year and the total number of absences registered during the year;
- (2) the average attendance by day pupils during the year, that is to say the number obtained by dividing the total number of attendances during the year by the total number of meetings during the year; and
- (3) the average number of day pupils on the registers during the year, that is to say the number obtained by dividing the sum of the numbers of pupils on the daily registers on the last day on which a meeting was held in each week of the year by the number of weeks in which one or more meetings were held during the year.

17. At the end of each week for the whole or part of which a boarding school is in session, the head teacher shall cause to be entered in the register of summaries the number of pupils on the register of arrival and departure on the last day of the week on which the school was in session.

18. At the end of each school year the head teacher of a boarding school shall cause the entries made in the register of summaries in accordance with the last foregoing Rule to be added and shall enter in the register the average number of pupils on the register as boarders during the year, that is to say the number obtained by dividing the sum of the numbers of pupils on the register of arrival and departure on the last day on which the school was in session in each week of the year by the number of weeks for the whole or part of which the school was in session during the year.

## Camp Registers

19. The head teacher of a school from which pupils are sent to a camp school either in groups or singly shall cause to be prepared for transfer with the pupils to the teacher in charge of the camp school a register showing for each pupil—

- (1) his full name,
- (2) his date of birth, and
- (3) the name and address of the person who, in the opinion of the education authority, is responsible for securing the regular attendance of the pupil at school, being the parent or guardian of the pupil, or the person liable to maintain him, or the person having the actual custody of him.

20. The teacher in charge of the camp school shall cause to be entered on the said register against the name of each pupil—

- (1) the date of his arrival at the camp school;
- (2) any date upon which he is unable through illness or injury to take part in the activities of the school;
- (3) any date upon which he is absent from the camp school and the reason for such absence; and
- (4) the date of his leaving the camp school.

and shall as soon as the register is completed return it to the head teacher by whom it was originally prepared.

Register Number, \_\_\_\_\_

Class \_\_\_\_\_

# Daily Register

Session \_\_\_\_\_ 19 \_\_\_\_\_ 19 \_\_\_\_\_

\_\_\_\_\_ School

\_\_\_\_\_ Department

Supplied \_\_\_\_\_ Date.

Signature of Correspondent \_\_\_\_\_

Teacher, \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Teacher, \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

Teacher, \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

## Register Examined

DATE	EXAMINED BY	REMARKS

Opine

11/2/79

No

No

No

No

YES

No

No

No

No

No

No

YES

YES

No

No. 4-8

No

Yes

No

No

No

No

No

No

No

No

No

No

No

YES 7-8

No

No more, w/s

Requests ~ 7-12-79

0-7	NO	—	NO
6-1	YES	—	YES
7-0	YES	—	YES
4-0	NO	—	YES
7-0	YES	—	NO
?			
	YES	—	YES
6-0	NO	—	NO
6-0	NO	—	NO
6-0	NO	—	NO
6-0	YES	—	YES
5-1	NO	—	NO
6-0	YES	—	YES
7-0	YES	—	YES
6-1	NO	—	NO
6-0	YES	—	YES

CGILVIE

MELROSE

ST. COLUMBA

1  
2  
3  
4  
5  
6  
7  
8  
9  
10  
11  
12  
13  
14  
15  
16  
17  
18  
19  
20  
21  
22  
23  
24  
25  
26  
27  
28  
29  
30  
31  
32

33  
34  
35  
36  
37  
38  
39  
40  
41  
42  
43  
44  
45  
46  
47  
48  
49  
50  
51  
52  
53  
54  
55  
56  
57  
58  
59  
60  
61  
62  
63  
64

65  
66  
67  
68  
69  
70  
71  
72  
73  
74  
75  
76  
77  
78  
79  
80  
81  
82  
83  
84  
85  
86  
87  
88  
89  
90  
91  
92  
93  
94  
95  
96

PUPIL'S NAME (Surname first)	PARENT'S NAME	ADDRESS	Date of Birth		Age in Years at 31st March	ADMISSION NUMBER	Date of Admission			ABSENCES on entry
			D.	M.			Y.	D.	M.	
206 01										1
M 2										2
C 3										3
M 4										4
e 5										5
C 40 6										6
M 413 7										7
c 8										8
O 4139										9
e 10										10
99 4011										11
M 12										12
09 4013										13
e 14										14
c 15										15
M 16										16
c 17										17
c 18										18
c 19										19
M 20										20
e 21										21
C 22										22
e 23										23
11 411 24										24
25										25
e 26										26
e 27										27
n 28										28
206 029										29
M 30										30
C 31										31
M 32										32
33										33
34										34
35										35
36										36
37										37
38										38
39										39
40										40
M 40										41
41										42
42										43
43										44
44										45
45										46
46										47
47										48
48										48

WEEKLY TOTALS	NUMBER OF OPENINGS	
	NUMBER ON ROLL	
	POSSIBLE ATTENDANCES	



PUPIL'S  
(Surname)

	WEEK ENDING		Absences		WEEK ENDING		Absences		WEEK ENDING		Absences		WEEK ENDING		Absences											
	29-10-78				5-11-78								12-11-78													
	M	T	W	T	F	Weekly	To Date	M	T	W	T	F	Weekly	To Date	M	T	W	T	F	Weekly	To Date					
206 01	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 2	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 3	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 4	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
E 5	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 413 6	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 413 7	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 8	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
O 4139	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
0 10	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 411	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 12	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
0 413 13	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
0 14	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 15	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 16	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 17	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 18	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 19	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 20	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
E 21	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 22	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 413 23	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 413 24	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 25	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 26	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 27	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 28	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
0 413 29	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 30	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
C 31	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 32	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 33	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 34	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 35	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 36	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 37	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 38	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 39	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 40	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 41	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 42	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 43	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 44	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 45	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 46	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 47	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 48	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
	7	7	7	6	6	6	6	7	7	8	8	8	8	8	9	9	9	9	9	9	9	10	10	10	10	10
	Mor.	Aft.	Total	Total to date	Total to date	Mor.	Aft.	Total	Total to date	Total to date	Mor.	Aft.	Total	Total to date	Total to date	Mor.	Aft.	Total	Total to date	Total to date	Mor.	Aft.	Total	Total to date	Total to date	
	Adm.	Left	on Regis.	Total to date	Total to date	Adm.	Left	on Regis.	Total to date	Total to date	Adm.	Left	on Regis.	Total to date	Total to date	Adm.	Left	on Regis.	Total to date	Total to date	Adm.	Left	on Regis.	Total to date	Total to date	
	For Week		Total to date	Total to date	Total to date	For Week		Total to date	Total to date	Total to date	For Week		Total to date	Total to date	Total to date	For Week		Total to date	Total to date	Total to date	For Week		Total to date	Total to date	Total to date	

OF  
OPENING  
NUMBER  
ON  
ROLL  
POSSIBLE  
ATTENDANCE

WEEKLY TOTALS





WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		Attendances and absences for year				
	Weekly	To Date		Weekly	To Date		Weekly	To Date		Weekly	To Date	Possible	Absences	Actual Attendances		
															M	T
21-1-79			23-1-79			4-2-79			11-2-79							
1	/	/	/	/	/	/	/	/	/	/	/	/	/	1		
2	A	A	A	A	A	D								2		
3	/	/	/	/	/	/	/	/	/	/	/	/	/	3		
4	/	/	/	/	/	/	/	/	/	/	/	/	/	4		
5	/	/	/	/	/	/	/	/	/	/	/	/	/	5		
6	/	/	/	/	/	/	/	/	/	/	/	/	/	6		
7	/	/	/	/	/	/	/	/	/	/	/	/	/	7		
8	/	/	/	/	/	/	/	/	/	/	/	/	/	8		
9	A	A	A	A	A									9		
10	/	/	/	/	/	/	/	/	/	/	/	/	/	10		
11	/	/	/	/	/	/	/	/	/	/	/	/	/	11		
12	/	/	/	/	/	/	/	/	/	/	/	/	/	12		
13	/	/	/	/	/	/	/	/	/	/	/	/	/	13		
14	/	/	/	/	/	/	/	/	/	/	/	/	/	14		
15	L	L	L	L	L	L	L	L	L	L	L	L	L	15		
16	/	/	/	/	/	/	/	/	/	/	/	/	/	16		
17	/	/	/	/	/	/	/	/	/	/	/	/	/	17		
18	/	/	/	/	/	/	/	/	/	/	/	/	/	18		
19	/	/	/	/	/	/	/	/	/	/	/	/	/	19		
20	/	/	/	/	/	/	/	/	/	/	/	/	/	20		
21	/	/	/	/	/	/	/	/	/	/	/	/	/	21		
22	/	/	/	/	/	/	/	/	/	/	/	/	/	22		
23	/	/	/	/	/	/	/	/	/	/	/	/	/	23		
24	/	/	/	/	/	/	/	/	/	/	/	/	/	24		
25	/	/	/	/	/	/	/	/	/	/	/	/	/	25		
26	/	/	/	/	/	/	/	/	/	/	/	/	/	26		
27	/	/	/	/	/	/	/	/	/	/	/	/	/	27		
28	/	/	/	/	/	/	/	/	/	/	/	/	/	28		
29	/	/	/	/	/	/	/	/	/	/	/	/	/	29		
30	/	/	/	/	/	/	/	/	/	/	/	/	/	30		
31	/	/	/	/	/	/	/	/	/	/	/	/	/	31		
32	/	/	/	/	/	/	/	/	/	/	/	/	/	32		
33	/	/	/	/	/	/	/	/	/	/	/	/	/	33		
34	/	/	/	/	/	/	/	/	/	/	/	/	/	34		
35	/	/	/	/	/	/	/	/	/	/	/	/	/	35		
36	/	/	/	/	/	/	/	/	/	/	/	/	/	36		
37	/	/	/	/	/	/	/	/	/	/	/	/	/	37		
38	/	/	/	/	/	/	/	/	/	/	/	/	/	38		
39	/	/	/	/	/	/	/	/	/	/	/	/	/	39		
40	/	/	/	/	/	/	/	/	/	/	/	/	/	40		
41	/	/	/	/	/	/	/	/	/	/	/	/	/	41		
42	/	/	/	/	/	/	/	/	/	/	/	/	/	42		
43	/	/	/	/	/	/	/	/	/	/	/	/	/	43		
44	/	/	/	/	/	/	/	/	/	/	/	/	/	44		
45	/	/	/	/	/	/	/	/	/	/	/	/	/	45		
46	/	/	/	/	/	/	/	/	/	/	/	/	/	46		
47	/	/	/	/	/	/	/	/	/	/	/	/	/	47		
48	/	/	/	/	/	/	/	/	/	/	/	/	/	48		
M	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
A	15	16	17	18	19	20	21	22	23	24	25	26	27	28		
	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date
	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date
	For Week			Total to date	For Week			Total to date	For Week			Total to date	For Week			Total to date







WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		Attendances and absences for year							
	Weekly	To Date		Weekly	To Date		Weekly	To Date		Weekly	To Date	M	T	W	T	F	Total	Absences	Actual Attendances
10-5-29			25-5-29			27-5-29			28-5-29										
1	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
2	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
3	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
4	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
5	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
6	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
7	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
8	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
9	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
10	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
11	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
12	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
13	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
14	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
15	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
16	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
17	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
18	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
19	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
20	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
21	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
22	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
23	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
24	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
25	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
26	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
27	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
28	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
29	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
30	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
31	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
32	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
33	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
34	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
35	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
36	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
37	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
38	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
39	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
40	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
41	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
42	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
43	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
44	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
45	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
46	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
47	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
48	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
M	2	1	3	2	2	3	2	2	2	2	2	2	2	2	26	5	31		
A	1	1	2	1	1	2	1	1	1	1	1	1	1	1	11	3	14		
	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Total to date		
	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Total to date		
	For Week		Total to date	For Week		Total to date	For Week		Total to date	For Week		Total to date	For Week		Total to date	Total to date	Total to date		

PUPI  
(Suri)

206 01  
M 2  
C 3  
M 4  
E 5  
C 6  
M 7  
C 8  
O 439  
C 10  
M 11  
M 12  
C 13  
C 14  
C 15  
M 16  
C 17  
C 18  
C 19  
M 20  
C 21  
C 22  
C 23  
C 24  
C 25  
C 26  
C 27  
M 28  
C 29  
C 30  
C 31  
M 32  
C 33  
C 34  
C 35  
C 36  
C 37  
C 38  
C 39  
M 40  
C 41  
C 42  
C 43  
C 44  
C 45  
C 46  
C 47  
C 48

WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences																									
	Weekly	To Date		Weekly	To Date		Weekly	To Date		Weekly	To Date																								
												M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	Weekly	To Date							
10-6-79			12-6-79			12-6-79			1-3-79																										
M			M			M			M																										
T			T			T			T																										
W			W			W			W																										
T			T			T			T																										
F			F			F			F																										
Weekly			Weekly			Weekly			Weekly																										
To Date			To Date			To Date			To Date																										
<table border="1"> <tr> <td>Mor.</td> <td>Aft.</td> <td>Total</td> <td>Total to date</td> <td>Mor.</td> <td>Aft.</td> <td>Total</td> <td>Total to date</td> <td>Mor.</td> <td>Aft.</td> <td>Total</td> <td>Total to date</td> </tr> <tr> <td>6</td> <td>9</td> <td>15</td> <td>21</td> <td>30</td> <td>26</td> <td>56</td> <td>77</td> <td>20</td> <td>33</td> <td>53</td> <td>86</td> </tr> </table>												Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	6	9	15	21	30	26	56	77	20	33	53	86
Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date																								
6	9	15	21	30	26	56	77	20	33	53	86																								
<table border="1"> <tr> <td>Adm.</td> <td>Left</td> <td>on Regis.</td> <td>Total to date</td> <td>Adm.</td> <td>Left</td> <td>on Regis.</td> <td>Total to date</td> <td>Adm.</td> <td>Left</td> <td>on Regis.</td> <td>Total to date</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>												Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date												
Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date																								
<table border="1"> <tr> <td colspan="3">For Week</td> <td>Total to date</td> <td colspan="3">For Week</td> <td>Total to date</td> <td colspan="3">For Week</td> <td>Total to date</td> </tr> <tr> <td colspan="3"></td> <td></td> <td colspan="3"></td> <td></td> <td colspan="3"></td> <td></td> </tr> </table>												For Week			Total to date	For Week			Total to date	For Week			Total to date												
For Week			Total to date	For Week			Total to date	For Week			Total to date																								

WEEKLY TOTAL  
NUM OF  
ROI  
POSSIBLE  
ATTENDANCE



PUPIL  
(Surname)

WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences																				
	15-2-79			12-2-79			19-2-79			26-2-79																				
	M	T		W	T		F	M		T	W	T	F	M	T	W	T	F	M	T	W	T	F							
206 01	/	/	/	/	/	Released	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/				
M 2	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 3	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
M 4	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
E 5	L	L	L	L	L	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 413 6	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
M 413 7	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 8	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
O 4139	A	off	off	off	off	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
O 10	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	A	A	A	A	A	A	A	A	A	A					
M 11	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	A	A	A	A	A	A	A	A	A	A					
M 12	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	B	B	B	B	B	B	B	B	B	B					
E 413 13	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 14	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 15	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
M 16	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 17	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 18	L	L	L	L	L	L	L	L	L	L	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C					
C 19	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C					
M 20	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	A	A	A	A	A	A	A	A	A	A					
E 21	L	L	L	L	L	L	L	L	L	L	A	A	A	A	A	/	/	/	/	/	/	/	/	/	/					
C 22	L	L	L	L	L	L	L	L	L	L	A	A	A	A	A	/	/	/	/	/	/	/	/	/	/					
C 23	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	A	A	A	A	A	/	/	/	/	/					
C 24	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 25	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 26	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 27	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
M 28	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 29	L	L	L	L	L	Released	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 30	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
M 31	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 32	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 33	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/					
C 34	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 35	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 36	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 37	L	L	L	L	L	/	/	/	/	/	A	A	A	A	A	/	/	/	/	/	/	/	/	/	/					
C 38	/	/	/	/	/	L	L	L	L	L	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 39	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	A	A	A	A	A	A	A	A	A	A					
M 40	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/					
C 41	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 42	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/					
C 43	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	Detention	/	/	/	/	/	/	/	/	/					
C 44	L	L	L	L	L	/	/	/	/	/	L	L	L	L	L	A	A	A	A	A	A	A	A	A	A					
C 45	L	L	L	L	L	L	L	L	L	L	L	L	L	L	L	/	/	/	/	/	/	/	/	/						
C 46	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/	/	/	/	/	/						
C 47	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/						
C 48	/	/	/	/	/	/	/	/	/	/	L	L	L	L	L	/	/	/	/	/	/	/	/	/						
WEEKLY TOT	24	22	22	22	23	14	27	29	26	27	28	27	11	29	31	32	36	36	36	36	34	36	32	36	34	34	36	32	36	34
NUM OF RO	39	38	37	37	39	34	34	36	36	36	37	36	36	36	36	36	36	36	36	36	34	36	32	36	34	34	36	32	36	34
POSSIBLE ATTENDANCE	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date		
	For Week			Total to date	For Week			Total to date	For Week			Total to date	For Week			Total to date	For Week			Total to date	For Week			Total to date	For Week			Total to date		

WEEKLY TOT  
NUM OF RO  
POSSIBLE ATTENDANCE



C -1  
 M -2  
 M -3  
 C 4  
 C 5  
 M -6  
 M 7  
 C ✓ 8  
 M 9  
 C ✓ 10  
 C 11  
 M 12  
 C 13  
 M 14  
 C 15  
 C ✓ 16  
 C ✓ 17  
 C ✓ 18  
 M ✓ 19  
 M ✓ 20  
 C ✓ 21  
 M 22  
 C 23  
 C 24  
 C 25  
 C 26  
 C 27  
 C 28  
 C ✓ 29  
 C 30  
 C 31  
 C 32  
 M 33  
 C ✓ 34  
 C ✓ 35  
 C ✓ 36  
 C ✓ 37  
 C ✓ 38  
 M 39  
 C ✓ 40  
 C ✓ 41  
 C ✓ 42  
 C ✓ 43  
 C 44  
 M 45  
 C ✓ 46  
 C 47  
 M 48

PUPIL'S NAME (Surname first)	PARENT'S NAME	ADDRESS	Date of Birth			Age in Years at 31st March	ADMISSION NUMBER	Date of Admission			ABSENCES on entry
			D.	M.	Y.			D.	M.	Y.	
[REDACTED]	[REDACTED]	Glasgow									1
[REDACTED]	[REDACTED]	Glasgow									2
[REDACTED]	[REDACTED]	Glasgow									3
[REDACTED]	[REDACTED]	Glasgow									4
[REDACTED]	[REDACTED]	Glasgow									5
[REDACTED]	[REDACTED]	Glasgow									6
[REDACTED]	[REDACTED]	Glasgow									7
[REDACTED]	[REDACTED]	COATBRIDGE									8
[REDACTED]	[REDACTED]	AIRDIE									9
[REDACTED]	[REDACTED]	High Town									10
[REDACTED]	[REDACTED]	Glasgow 5712									11
[REDACTED]	[REDACTED]	Glasgow									12
[REDACTED]	[REDACTED]	Glasgow									13
[REDACTED]	DAVID 3252	Springing 413									14
[REDACTED]	[REDACTED]	Clydebank									15
[REDACTED]	[REDACTED]	Barnhill									16
[REDACTED]	[REDACTED]	COATBRIDGE									17
[REDACTED]	[REDACTED]	Glasgow									18
[REDACTED]	[REDACTED]	Barnhill									19
[REDACTED]	[REDACTED]	Barnhill									20
[REDACTED]	[REDACTED]	Barnhill									21
[REDACTED]	[REDACTED]	Glasgow									22
[REDACTED]	[REDACTED]	Glasgow 5812									23
[REDACTED]	[REDACTED]	Glasgow									24
[REDACTED]	[REDACTED]	Glasgow									25
[REDACTED]	[REDACTED]	Glasgow									26
[REDACTED]	[REDACTED]	Glasgow 266									27
[REDACTED]	[REDACTED]	Glasgow									28
[REDACTED]	[REDACTED]	Glasgow									29
[REDACTED]	[REDACTED]	Glasgow									30
[REDACTED]	[REDACTED]	Glasgow									31
[REDACTED]	[REDACTED]	Glasgow									32
[REDACTED]	[REDACTED]	Glasgow									33
[REDACTED]	[REDACTED]	Glasgow									34
[REDACTED]	[REDACTED]	Glasgow									35
[REDACTED]	[REDACTED]	Cry (Entrak)									36
[REDACTED]	[REDACTED]	Dundee									37
[REDACTED]	[REDACTED]	Glasgow									38
[REDACTED]	[REDACTED]	Dumbarton									39
[REDACTED]	[REDACTED]	Edinburgh									40
[REDACTED]	[REDACTED]	Larkhall									41
[REDACTED]	[REDACTED]	Glasgow									42
[REDACTED]	[REDACTED]	Rutherglen									43
[REDACTED]	[REDACTED]	High Valleyfield									44
[REDACTED]	[REDACTED]	Hamilton									45
[REDACTED]	[REDACTED]	Dumbarton									46
[REDACTED]	[REDACTED]	Phaherhall, Airdrie									47
[REDACTED]	[REDACTED]	Glasgow									48
[REDACTED]	[REDACTED]	Falkirk									48

DAILY TOTALS	NUMBER	Morning	Afternoon
	ABSENT		
WEEKLY TOTALS	NUMBER OF OPENINGS		
	NUMBER ON ROLL		
	POSSIBLE ATTENDANCES		

WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences	
	Weekly	To Date		Weekly	To Date		Weekly	To Date		Weekly	To Date
25-6-78			2-7-78			9-7-78			16-7-78		
M T W T F	Weekly	To Date	M T W T F	Weekly	To Date	M T W T F	Weekly	To Date	M T W T F	Weekly	To Date
1 / / / / /	/	/	1 / / / / /	/	/	1 / / / / /	/	/	1 / / / / /	/	/
2 / / / / /	/	/	2 / / / / /	/	/	2 / / / / /	/	/	2 / / / / /	/	/
3 / / / / /	L	/	3 / / / / /	/	/	3 / / / / /	/	/	3 / / / / /	/	/
4 / / / / /	L	/	4 / / / / /	/	/	4 / / / / /	/	/	4 / / / / /	/	/
5 / / / / /	/	/	5 / / / / /	/	/	5 / / / / /	/	/	5 / / / / /	/	/
6 / / / / /	/	/	6 / / / / /	/	/	6 / / / / /	/	/	6 / / / / /	/	/
7 / / / / /	L	/	7 / / / / /	/	/	7 / / / / /	/	/	7 / / / / /	L	L
8 / / / / /	/	/	8 / / / / /	/	/	8 / / / / /	/	/	8 / / / / /	/	/
9 / / / / /	L	/	9 / / / / /	/	/	9 / / / / /	/	/	9 / / / / /	L	L
10 / / / / /	/	/	10 / / / / /	/	/	10 / / / / /	/	/	10 / / / / /	/	/
11 / / / / /	/	/	11 / / / / /	/	/	11 / / / / /	/	/	11 / / / / /	/	/
12 / / / / /	L	L	12 / / / / /	L	L	12 / / / / /	L	L	12 / / / / /	L	L
13 / / / / /	L	L	13 / / / / /	L	L	13 / / / / /	L	L	13 / / / / /	L	L
14 / / / / /	L	L	14 / / / / /	L	L	14 / / / / /	L	L	14 / / / / /	L	L
15 / / / / /	L	L	15 / / / / /	L	L	15 / / / / /	L	L	15 / / / / /	L	L
16 / / / / /	L	L	16 / / / / /	L	L	16 / / / / /	L	L	16 / / / / /	L	L
17 / / / / /	L	L	17 / / / / /	L	L	17 / / / / /	L	L	17 / / / / /	L	L
18 / / / / /	L	L	18 / / / / /	L	L	18 / / / / /	L	L	18 / / / / /	L	L
19 / / / / /	L	L	19 / / / / /	L	L	19 / / / / /	L	L	19 / / / / /	L	L
20 / / / / /	L	L	20 / / / / /	L	L	20 / / / / /	L	L	20 / / / / /	L	L
21 / / / / /	L	L	21 / / / / /	L	L	21 / / / / /	L	L	21 / / / / /	L	L
22 / / / / /	L	L	22 / / / / /	L	L	22 / / / / /	L	L	22 / / / / /	L	L
23 / / / / /	L	L	23 / / / / /	L	L	23 / / / / /	L	L	23 / / / / /	L	L
24 / / / / /	L	L	24 / / / / /	L	L	24 / / / / /	L	L	24 / / / / /	L	L
25 / / / / /	L	L	25 / / / / /	L	L	25 / / / / /	L	L	25 / / / / /	L	L
26 / / / / /	L	L	26 / / / / /	L	L	26 / / / / /	L	L	26 / / / / /	L	L
27 / / / / /	L	L	27 / / / / /	L	L	27 / / / / /	L	L	27 / / / / /	L	L
28 / / / / /	L	L	28 / / / / /	L	L	28 / / / / /	L	L	28 / / / / /	L	L
29 / / / / /	L	L	29 / / / / /	L	L	29 / / / / /	L	L	29 / / / / /	L	L
30 / / / / /	L	L	30 / / / / /	L	L	30 / / / / /	L	L	30 / / / / /	L	L
31 / / / / /	L	L	31 / / / / /	L	L	31 / / / / /	L	L	31 / / / / /	L	L
32 / / / / /	L	L	32 / / / / /	L	L	32 / / / / /	L	L	32 / / / / /	L	L
33 / / / / /	L	L	33 / / / / /	L	L	33 / / / / /	L	L	33 / / / / /	L	L
34 / / / / /	L	L	34 / / / / /	L	L	34 / / / / /	L	L	34 / / / / /	L	L
35 / / / / /	L	L	35 / / / / /	L	L	35 / / / / /	L	L	35 / / / / /	L	L
36 / / / / /	L	L	36 / / / / /	L	L	36 / / / / /	L	L	36 / / / / /	L	L
37 / / / / /	L	L	37 / / / / /	L	L	37 / / / / /	L	L	37 / / / / /	L	L
38 / / / / /	L	L	38 / / / / /	L	L	38 / / / / /	L	L	38 / / / / /	L	L
39 / / / / /	L	L	39 / / / / /	L	L	39 / / / / /	L	L	39 / / / / /	L	L
40 / / / / /	L	L	40 / / / / /	L	L	40 / / / / /	L	L	40 / / / / /	L	L
41 / / / / /	L	L	41 / / / / /	L	L	41 / / / / /	L	L	41 / / / / /	L	L
42 / / / / /	L	L	42 / / / / /	L	L	42 / / / / /	L	L	42 / / / / /	L	L
43 / / / / /	L	L	43 / / / / /	L	L	43 / / / / /	L	L	43 / / / / /	L	L
44 / / / / /	L	L	44 / / / / /	L	L	44 / / / / /	L	L	44 / / / / /	L	L
45 / / / / /	L	L	45 / / / / /	L	L	45 / / / / /	L	L	45 / / / / /	L	L
46 / / / / /	L	L	46 / / / / /	L	L	46 / / / / /	L	L	46 / / / / /	L	L
47 / / / / /	L	L	47 / / / / /	L	L	47 / / / / /	L	L	47 / / / / /	L	L
48 / / / / /	L	L	48 / / / / /	L	L	48 / / / / /	L	L	48 / / / / /	L	L
M	23	24	25	26	27	28	29	30	31	32	33
A	3	3	3	3	3	3	3	3	3	3	3
Mor.											
Aft.											
Total											
Total to date	24	26	28	30	32	34	36	38	40	42	44
Adm.											
Left											
on Regis.											
Total to date											
For Week											
Total to date											
For Week											
Total to date											
For Week											
Total to date											

Attendances and absences for year		
ble n- es	Absences	Actual Attendances
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		

From Book 1

From Book 2



WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences					
	Weekly	To Date		Weekly	To Date		Weekly	To Date		Weekly	To Date				
												M	T	W	T
20-2-73			22-5-74			2-2-75			10-2-75						
1															
2															
3															
4															
5															
6															
7	/	/	/	/	/	/	/	/	/	/	/				
8	H	H	H	H	H	H	H	H	H	H	H				
9	/	/	/	/	/	/	/	/	/	/	/				
10	H	H	H	H	H	H	H	H	H	H	H				
11	C	C	C	C	C	C	C	C	C	C	C				
12	C	C	C	C	C	C	C	C	C	C	C				
13	/	/	/	/	/	/	/	/	/	/	/				
14	/	/	/	/	/	/	/	/	/	/	/				
15	A	A	A	A	A	A	A	A	A	A	A				
16	/	/	/	/	/	/	/	/	/	/	/				
17	/	/	/	/	/	/	/	/	/	/	/				
18	/	/	/	/	/	/	/	/	/	/	/				
19	/	/	/	/	/	/	/	/	/	/	/				
20	/	/	/	/	/	/	/	/	/	/	/				
21	A	A	A	A	A	A	A	A	A	A	A				
22	A	A	A	A	A	A	A	A	A	A	A				
23	/	/	/	/	/	/	/	/	/	/	/				
24	/	/	/	/	/	/	/	/	/	/	/				
25	/	/	/	/	/	/	/	/	/	/	/				
26	/	/	/	/	/	/	/	/	/	/	/				
27	/	/	/	/	/	/	/	/	/	/	/				
28	/	/	/	/	/	/	/	/	/	/	/				
29	/	/	/	/	/	/	/	/	/	/	/				
30	/	/	/	/	/	/	/	/	/	/	/				
31	/	/	/	/	/	/	/	/	/	/	/				
32	/	/	/	/	/	/	/	/	/	/	/				
33	/	/	/	/	/	/	/	/	/	/	/				
34	/	/	/	/	/	/	/	/	/	/	/				
35	/	/	/	/	/	/	/	/	/	/	/				
36	/	/	/	/	/	/	/	/	/	/	/				
37	/	/	/	/	/	/	/	/	/	/	/				
38	/	/	/	/	/	/	/	/	/	/	/				
39	H	H	H	H	H	H	H	H	H	H	H				
40	/	/	/	/	/	/	/	/	/	/	/				
41	/	/	/	/	/	/	/	/	/	/	/				
42	/	/	/	/	/	/	/	/	/	/	/				
43	/	/	/	/	/	/	/	/	/	/	/				
44	/	/	/	/	/	/	/	/	/	/	/				
45	/	/	/	/	/	/	/	/	/	/	/				
46	/	/	/	/	/	/	/	/	/	/	/				
47	A	A	A	A	A	A	A	A	A	A	A				
48	/	/	/	/	/	/	/	/	/	/	/				
M															
A															
Mor. Aft. Total Total to date				Mor. Aft. Total Total to date				Mor. Aft. Total Total to date				Mor. Aft. Total Total to date			
Adm. Left on Regis. Total to date				Adm. Left on Regis. Total to date				Adm. Left on Regis. Total to date				Adm. Left on Regis. Total to date			
For Week Total to date				For Week Total to date				For Week Total to date				For Week Total to date			

Attendances and absences for year		
ible en-ces	Absences	Actual Attendances
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		
23		
24		
25		
26		
27		
28		
29		
30		
31		
32		
33		
34		
35		
36		
37		
38		
39		
40		
41		
42		
43		
44		
45		
46		
47		
48		

From Book 1

From Book 2













PU  
(S)

	WEEK ENDING		Absences		WEEK ENDING		Absences		WEEK ENDING		Absences		WEEK ENDING		Absences	
	4-10-79		Weekly	To Date	4-10-79		Weekly	To Date	4-10-79		Weekly	To Date	4-10-79		Weekly	To Date
	M	T			W	T			F	M			T	W		
1																
2																
3																
4																
5																
6																
7																
8	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
9																
10	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
11																
12																
13																
14	X	X	X	X	X											Released
15																
16	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
17	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
18	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
19	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
20	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
21	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
22																
23	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	Released
24																
25	X	X	X	X	X	/	/	/	/	/	/	/	X	X	X	Released
26																
27	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
28	X	X	X	X	X											Released
29	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
30	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
31	X	X	X	X	X	/	/	/	/	/	/	/	X	X	X	Released
32																
33	X	X	X	X	X	/	/	/	/	/	/	/	X	X	X	Released
34	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	On leave
35	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
36	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
37	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C
38																
39	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
40	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
41	C	C	C	C	C	C	C	C	C	C	C	C	C	C	C	On leave
42	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
43	X	X	X	X	X	/	/	/	/	/	/	/	X	X	X	Released
44	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
45																
46	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/	/
47	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A	A
48																
M																
A																

WEEKLY TOTALS

NUM  
OPEN  
NUM  
C  
RC

POSSI  
ATTEND

Mor.			Aft.			Total			Total to date								
Adm.	Left	on Regis.	Adm.	Left	on Regis.	Adm.	Left	on Regis.	Adm.	Left	on Regis.	Adm.	Left	on Regis.	Total to date		
For Week			Total to date			For Week			Total to date			For Week			Total to date		



PU  
(S)

C -1  
M -2  
M -3  
C 4  
C 5  
M -6  
M 7  
C ✓ 8  
M 9  
C ✓ 10  
C 11  
M 12  
C 13  
M 14  
C 15  
C ✓ 16  
C ✓ 17  
C ✓ 18  
M ✓ 19  
M ✓ 20  
C ✓ 21  
M 22  
C 23  
C 24  
C 25  
C 26  
C 27  
C 28  
C ✓ 29  
C 30  
C 31  
C 32  
C 33  
C ✓ 34  
C ✓ 35  
C ✓ 36  
C ✓ 37  
C ✓ 38  
C ✓ 39  
C ✓ 40  
C ✓ 41  
C ✓ 42  
C ✓ 43  
C 44  
C 45  
C ✓ 46  
C 47  
M 48

	WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences		WEEK ENDING	Absences						
		Weekly	To Date		Weekly	To Date		Weekly	To Date		Weekly	To Date					
													M	T	W	T	F
1	29-4-79			6-7-79			13-14-79			20-21-79							
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	
16																	
17																	
18																	
19																	
20																	
21																	
22																	
23																	
24																	
25																	
26																	
27																	
28																	
29																	
30																	
31																	
32																	
33																	
34																	
35																	
36																	
37																	
38																	
39																	
40																	
41																	
42																	
43																	
44																	
45																	
46																	
47																	
48																	
		Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date	Mor.	Aft.	Total	Total to date
		Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date	Adm.	Left	on Regis.	Total to date
		For Week		Total to date		For Week		Total to date		For Week		Total to date		For Week		Total to date	

WEEKLY TOTALS  
C  
OPEN  
NUM  
C  
RC  
POSS  
ATTEND







SUMMARY FOR WEEK OR PERIOD

Week or Period ending	Absences			Number of openings	Possible Attendances	Roll	ROLL										
							Transferred				Admitted		Left		on Register		
	Boys	Girls	Total				Into Class		Out of Class		Boys	Girls	Boys	Girls	Boys	Girls	Total
							Boys	Girls	Boys	Girls							
1																	
2																	
3																	
4																	
5																	
6																	
7																	
8																	
9																	
10																	
11																	
12																	
13																	
14																	
15																	
16																	
17																	
18																	
19																	
20																	
21																	
22																	
23																	
24																	
25																	
26																	
27																	
28																	
29																	
30																	
31																	
32																	
33																	
34																	
35																	
36																	
37																	
38																	
39																	
40																	
41																	
42																	
43																	
44																	
45																	
46																	
47																	
48																	
49																	
50																	
51																	
52																	

1st QUARTER  
 2nd QUARTER  
 3rd QUARTER  
 4th QUARTER  
 YEAR

## Notes on Registration

(1) Age in years at 31st March is the age in completed years that the pupil will have reached by the 31st March in the current school year or has reached if the pupil enrolled after the 31st March.

(2) The schools (Scotland) Code, 1956, requires the registration and summation of absences only. An absence from any meeting is marked by entering the symbol 0 in the absence column opposite the appropriate name.

(3) In weekly totals or totals to date where there are no absences, the space should be left blank as the entry of 0 may lead to confusion.

(4) A line must be drawn in the space below the last name in the register. This line should be extended from day to day or there will be difficulty if a pupil is enrolled during the week.

(5) Where a pupil is enrolled after the first opening in any week or leaves before the last opening in any week 'Possible attendances' may NOT equal Roll multiplied by number of openings.

(6) **Summary for week or period.** Entries should be made in this page each week or each period consisting of not more than five school weeks, as directed by the Authority. Where the entries are not made each week, the entry to be made in the column headed 'On Register' is the sum of the numbers on the register on the last school opening in each week of the period.

If the Authority requires quarterly totals to be entered a horizontal line should be drawn immediately below the entries relating to any quarter to separate them from the entries relating to the succeeding quarter.

