

Daily Attendance Sheet

Mark each student once a day

Teacher: _____ Class: _____ Grade: _____ Date: _____

#	Student name	Present	Absent	Tardy	Excused	Notes (time in, pickup, reason)
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						

Totals today: Present _____ Absent _____ Tardy _____ Excused _____