

Reimbursement Codes for New VPK Attendance Policy

E = 3 unexcused absences (No note)

A = 7 excused absences (Note from the parent)

N = Non reimbursable (No note and over 10 days)

If a child misses more than 10 days, a parent can get a note from a professional documenting the reason and length for absence. The code used would then be an A. The note would need to be attached to the monthly attendance sheet sent to Arbor E & T.