

ATTENDANCE TRACKING INFORMATION FOR PARENTS/GUARDIANS:

There is an APP that will inform parents immediately of **each class period** when their student has been marked as absent at Columbia High.

On your phone:

1. Go to the APP STORE
2. Do a search for "Powerschool Mobile".
3. Once downloaded, you must enable "Push Notification" in your phone settings.
4. A text will be sent to your phone for each missed class period marked on our PowerSchool program.
5. School code is: BRCT

As well, we have the PowerSchool's Parent Portal where parents can follow their child's attendance and grades.

On your computer:

1. Type in "EGCSD.org" to bring up the district webpage
2. On the top Blue line, click on "PowerSchool"
3. Click on Students/Parents
4. In the Sign-In box that comes up, either sign in or create an account.
5. Also in the sign-in box, you can click on the information to read more about creating a new account or view the Parent Portal Users Guide:
 - Create New Account – Instructions
 - Parent Portal Users Guide
 - Student Portal Guide

Please Note: If you experience issues with the Portal, please email problem and student name(s) to: PortalHelp@egcsd.org

Parents/Guardians should be aware that teachers are required to mark a student absent ("U") when he/she is not present in the classroom. This code is amended through the Attendance Office once notification is received for legal absence (For Example: field trip; visit to Assistant Principal, Guidance or Health Office; Legal absence or tardy note is received, school-related activities or exams). Please be aware that it may take time for code changes/amendments to show.