

Rhode Island Department of Education Data Collection Specifications – Attendance



Last Updated on June 24, 2026

About

Attendance data includes information for every school day for every student describing the student's attendance in a school. This collection collects days of attendance, days of absence, days of tardiness, and days of early dismissal.

Requirements

The *Attendance* data submission is an existing submission that LEAs have been submitting to RIDE since the 2008-09 school year on a daily basis.

Changes for 2026-27 School Year

Beginning in the 2026–27 school year, a new data element, **MET_MINUTES_REQ**, has been added to indicate whether a student was present for at least half (50%) of the school day's instructional minutes. This field should be reported as **Y** for all *Present* attendance codes and **N** for all *Absent* attendance codes. For *early dismissal* and *tardy* records, the value may be reported as either **Y** or **N**, depending on whether the student met the 50% instructional minutes threshold.

Additionally, four new attendance codes have been introduced to report days when a student is not required to be in attendance, as permitted under RIDE's School Calendar and School Days Regulations ([200-RICR-20-05-1](#)). For these four codes, the student is considered to have met the instructional minutes requirement for the day; therefore, **MET_MINUTES_REQ** should be reported as **NA**. The 4 new codes are described within the ACCEPTABLE VALUES FOR ATTEND_TYPE section of this document.

Submission Process

Attendance data can be submitted through RIDE's portal (<https://portal.ride.ri.gov>) using the Enrollment Census application located in the eRIDE Modules section or through the Automated Data Transfer (ADT) agent. *Attendance* is a submission type within the Enrollment Census application.

Data Elements

FieldName	FieldNameLong	FieldType	FieldLength	Required	ElementDescription
DISTCODE	DISTRICT CODE	TEXT	2	Y	The identifier assigned to a local education agency (LEA) by the State Education Agency (SEA). Also known as the State ID.
SCHCODE	SCHOOL CODE	TEXT	5	Y	State Assigned School Code
SASID	STATE ASSIGNED STUDENT ID	TEXT	10	Y	A 10-digit unique numeric ID assigned to each student in R.I. by the State.
LASID	LOCALLY ASSIGNED STUDENT ID	TEXT	16	Y	Unique student ID assigned by LEA or school
ATTEND_DATE	DATE OF ATTENDANCE/ABSENCE/TARDY/DISMISSAL	DATE		Y	Date of the attendance record
ATTEND_TYPE	TYPE OF ATTENDANCE/ABSENCE/TARDY/DISMISSAL	TEXT	2	Y	Type of the attendance record
MET_MINUTES_REQ	MET MINUTES REQUIREMENT FOR SCHOOL DAY	TEXT	2	Y	Was the student present for at least half (50%) of the required instructional school minutes of the school day?

Acceptable Values for ATTEND_TYPE

1A	Present	In school, regular instructional program
1B	Present	Nontraditional school setting, regular instructional program
1C	Present	Disciplinary action, receiving instruction
1D	Present	Out of school, regular instructional program activity
1E	Present	Out of school, school-approved extracurricular or co-curricular activity
1F	Present	Out of school, school provided distance learning
2A	Absent	Noninstructional activity recognized by State or school
2B	Absent	Religious observation
2C	Absent	Illness, injury, health treatment, or examination
2D	Absent	Family emergency or bereavement
2E	Absent	Disciplinary action, not receiving instruction
2F	Absent	Legal or judicial requirement
2G	Absent	Family activity
2H	Absent	Student employment
2I	Absent	Transportation not available
2J	Absent	Student is skipping school
2K	Absent	Absent – Unexcused Other
2L	Absent	Absent – Excused Other
3B	Tardy	Religious observation
3C	Tardy	Illness, injury, health treatment, or examination
3D	Tardy	Family emergency

3F	Tardy	Legal or judicial requirement
3G	Tardy	Family activity
3H	Tardy	Student employment
3I	Tardy	Transportation not available
3K	Tardy	Tardy – Unexcused Other
3L	Tardy	Tardy – Excused Other
4B	Early Dismissal	Religious observation
4C	Early Dismissal	Illness, injury, health treatment, or examination
4D	Early Dismissal	Family emergency
4E	Early Dismissal	Disciplinary action, not receiving instruction
4F	Early Dismissal	Legal or judicial requirement
4G	Early Dismissal	Family activity
4H	Early Dismissal	Student employment
4I	Early Dismissal	Transportation not available
4K	Early Dismissal	Early Dismissal – Unexcused Other
4L	Early Dismissal	Early Dismissal – Excused Other
5M	Attendance Not Required	School opening dates – Student is not required to be in attendance due to staggered school opening per 200-RICR-20-05-1.8
5N	Attendance Not Required	Special provisions for Kindergarten Screenings – Student is not required to be in attendance due to kindergarten screening per 200-RICR-20-05-1.9.
5O	Attendance Not Required	Graduation Dates – Student is not required to be in attendance upon graduating per 200-RICR-20-05-1.10.
5P	Attendance Not Required	Mid-Term and Final Exams – Student is not required to be in attendance due to exemption from mid-term or final exams per 200-RICR-20-05-1.13.

Acceptable Values for MET_MINUTES_REQ

N	No	No – The student WAS NOT present for at least half the required instructional school minutes for the school day.
Y	Yes	Yes – The student WAS present for at least half the required instructional school minutes for the school day.
NA	Not Applicable	Not Applicable – Student is not required to be in attendance.

Validations

DISTCODE – This field must be a valid LEA in the RIDE master directory and must also be the district associated with the user that is submitting the data.

SCHCODE – This field must be a valid school in the RIDE master directory and must also be a school within the *DISTCODE*.

SASID – This field must be a valid *SASID* in the RIDE student master directory.

DISTCODE/SCHCODE/SASID – The student (*SASID*) must be enrolled in the current enrollment submission in the school reported in Attendance as *SCHCODE*.

ATTEND_DATE – A student can have 1 TARDY and 1 EARLY DISMISSAL record. In all other cases, the *ATTEND_DATE* can only occur once per *SASID*. In addition, this field must be a valid date between the first and last day of school for the *SCHCODE*.

ATTEND_TYPE/MET_MINUTES_REQ – When *ATTEND_TYPE* begins with a 1, then *MET_MINUTES_REQ* must be Y.

ATTEND_TYPE/MET_MINUTES_REQ – When *ATTEND_TYPE* begins with a 2, then *MET_MINUTES_REQ* must be N.

ATTEND_TYPE/MET_MINUTES_REQ – When *ATTEND_TYPE* begins with a 3, then *MET_MINUTES_REQ* must be N or Y.

ATTEND_TYPE/MET_MINUTES_REQ – When *ATTEND_TYPE* begins with a 4, then *MET_MINUTES_REQ* must be N or Y.

ATTEND_TYPE/MET_MINUTES_REQ – When *ATTEND_TYPE* begins with a 5, then *MET_MINUTES_REQ* must be NA.

ATTEND_DATE/ATTEND_TYPE/MET_MINUTES_REQ – If the student has 1 TARDY and 1 EARLY DISMISSAL on the same date, then both must have the same value for *MET_MINUTES_REQ*.