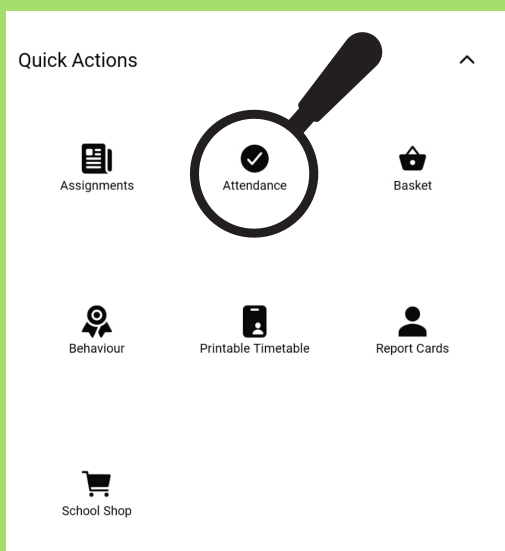


Using **Arbor App** to report a student absence

STEP 1

Click the three lines on the bottom left

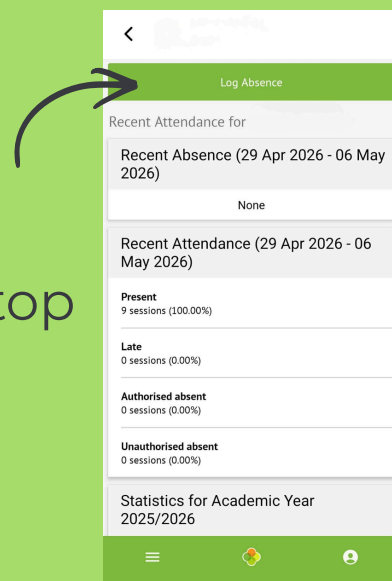


STEP 2

Click the Attendance button

STEP 3

Click Log Absence at the top



STEP 4

Enter information into the relevant fields

The screenshot shows the 'Log Absence' form with the following fields and instructions:

- Date:** Wed, 06 May 2026 (Hand icon 1)
- Absence start:** 08:30 (Hand icon 2)
- Absence end:** 14:45 (Hand icon 3)
- Reason:** (Hand icon 4)
- Buttons:** CANCEL and Log Absence

Click to log absence

