Clayton Heights Secondary

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November 09, 2026

Parents / Guardians

Viewing attendance for your student during reporting period

As a reminder, attendance and transcript records for courses will temporarily not be visible during our reporting period (approximately 2 weeks prior to Learning Updates (Report Cards) being published to the portal). Once Learning Updates are published to the parent portal, attendance and transcript records will once again be visible.

Learning Updates are scheduled to be posted to the portal at **4pm on Friday, November 27, 2026**.

Attendance is viewable from the **Academics** top tab > **Attendance** side tab.
Once you have selected a course and clicked on the Attendance side tab, you can use the navigation arrows in the top right corner, to switch between courses that are in the list. Navigation Buttons make it easy to move back and forth through records.

Learning Updates, once published to the portal, are visible in the 'Published Reports' widget on the main Landing page.

If you did not print or save previous Learning Updates, historical marks are viewable on the **Transcript** side tab> then **Dictionary Menu**  > select All, then **Filter Menu**  > select All Records.
By clicking on the blue hyperlink under Year, next to a course, in addition to seeing the Final mark received, you will be able to see Term marks, as well as teacher's comments.

Thank you.