



March 25, 2021

Dear Parent or Guardian:

**IMPORTANT NOTICE ABOUT ATTENDANCE CARDS**

As of March 31, 2021, use of the Child Care Automated Attendance (CCAA) system will **end!** Point of Service (POS) devices and attendance reporting via an 800-number using Interactive Voice Response (IVR) will no longer be required for attendance reporting as of April 1, 2021.

Again, as of April 1, 2021, parents/guardians will NO longer need to use their swipe card or call the 800 number to report attendance.

Important Information:

- Parents and caregivers will still follow their child care providers' sign-in or attendance reporting process.
- CCAA swipe cards can be disposed of and will no longer be necessary as of April 1, 2021.
- Child care providers will report a child as absent when the child has five days of consecutive absences.
- Each provider report will count toward the child's 40 absence limit:
  - five consecutive day absences = one provider report
  - 3 provider notices of five consecutive day absences = 15 days
  - 6 provider notices of five consecutive day absences = 30 days
  - eight provider reports = 40 absence limit
- Child care terminations will still occur when a child has eight provider reports.

If you have questions, please contact Child Care Services at (254) 296 - 5371.

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