



SICK DAY ATTENDANCE ALERT TOOL

Effective February 2, 2021



Parents of students in 9-12
use **Infinite Campus** to submit
sick day absences

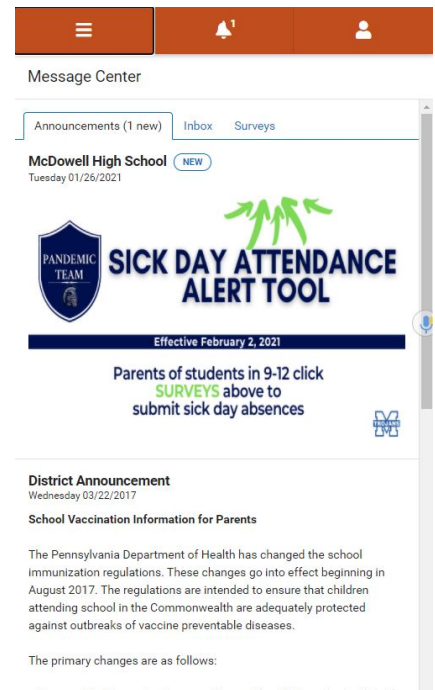


Parents of students grades 9-12 are asked to submit this form if your student is not feeling well and staying home sick from school. The results will only be made available to the district Pandemic Team.

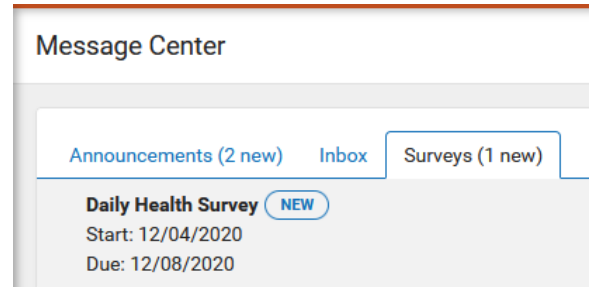
Completing the Survey (Alert Tool)

Log into the Campus Parent Portal at <https://millcreekpa.infinitecampus.org/campus/portal/millcreek.jsp>
Or use the Parent Portal App on your smartphone.

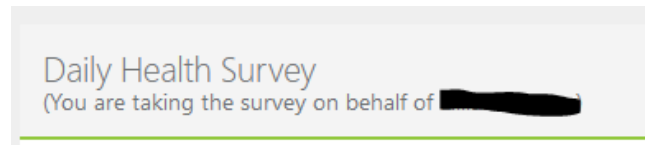
From the Message Center, click the **Survey** tab. The Message center will be displayed when you first log into the Parent Portal or you can click "Message Center" at the top of the menu on the left side of screen.



The **Daily Health Survey** will be listed. If you have more than one student in the district, there will be a Daily Health Survey for each student. The student's name will appear in parenthesis next to the survey name.



Click on the Daily Health Survey to start the survey. After opening the survey, the top will indicate you are taking the survey on behalf of <student name>. If you need to complete for a different student in your household, close the window and select a different survey.



Answer the question and click 'Complete' at the bottom of the form to submit. Responses will be automatically recorded for school health officials to review. Results will be posted to the Daily Health Log within 15 minutes of completing the survey and can be viewed at any time.

Viewing Daily Health Log entries

All entries made to the Daily Health Log can be viewed by parents. Please keep in mind, it may take up to 15 minutes for the completed survey to be visible.

Select More from the menu on the left

Select Health

Select Daily Health Log

Clicking individual entries will display reported details.

