



Access411's Comprehensive Attendance, Administration and Security System, better known as "CAASS", is an access control system specifically geared toward the K-12 marketplace. The CAASS System in conjunction with Access411's Best Practices allows schools of today to quickly identify and stop suspended students from entering school. Over 500,000 secondary school students are using CAASS each school day.

How CAASS Works?

Each morning upon entering school, students are required to swipe their student ID card.

- That swipe of the ID card instantly creates an attendance record with the date and time stamp
- Verifies the student is allowed into school and not currently suspended,
- Checks to make sure that student attends school there
- Prints a late pass for the student if it is after their tardy time.

During the day, staff members, using the Desktop Client, will enter any new suspensions that occur. Once a suspension is entered into CAASS, complete with the start and end date of the suspension, that student will alert if they attempt to enter school throughout the duration of the suspension.

Access411: Manage Suspensions with CAASS Brief October 2007



ScanStation Graphic

What is CAASS?

CAASS can be configured as a school based system or an enterprise system for an entire school district. CAASS manages attendance, discipline and supplies both students and staff with identification cards. CAASS captures both daily attendance and classroom attendance. CAASS's discipline module captures and monitors suspensions, class cuts and any other student discipline records. CAASS provides an extensive reporting system that can report on any number or data elements at any time and since all data collected about students occurs in real-time, all reporting is accurate and up-to-date. CAASS is made up of ScanStations, which are used to swipe student ID cards, Desktop Clients, used to print ID cards, enter discipline and suspensions, and run reports.

How Does the Suspended Student Get Denied?

Once a suspension is entered into the CAASS System, suspended students will be denied entry into school. If a suspended student attempts to enter school by swiping their ID card, the ScanStation they are trying to pass through will sound an audible and display a visual alert to the staff member operating the CAASS ScanStation. If a student is to be at school that day, the staff member can direct the student to the appropriate location. The CAASS classroom attendance module, EDCR, will indicate within the classroom, under the student's picture and name, that the student is suspended as well.

Best Practices

Access411 recommends implementing its Best Practice when using the CAASS Discipline module.

1. Each day make sure the suspensions are entered into the CAASS System so that the suspended students are caught at the entryway if they attempt to enter the school building.
2. If the school administration ends a student's suspension early and chooses to reinstate them early, be sure to *reinstate* the student within CAASS.
3. Each day the staff members should run the suspension reports to see who is suspended and if anyone was reinstated. This is a good verification method.

Contact Us

For a demonstration at your school or more information on the CAASS System please contact us at:

Access411
52 Grumbacher Rd. Suite 1
York, PA 17406
Phone: (800) 574-0236
Email: info@access411.com
URL: <http://www.access411.com>