frontline
Absence & Time

Ensure the right people are in the right place at the right time

Proactively manage employee absences, substitutes, and time and attendance — all in one software system.

frontline education™

Managing employee attendance and scheduling substitutes **shouldn't be stressful.**

One element of ensuring students receive a top-notch education is knowing when employees are in the building and when they're out — and being confident that any absences are covered by a qualified substitute. This doesn't have to be a laborious manual process.

With **Frontline Absence & Time**, you can automate time-consuming processes and reclaim time, all while gaining greater visibility into what's happening in your district — online or on the go with the Frontline mobile app.

Absence and Substitute Management

Employee absences can create a lot of work — processing absences and responding to endless inquiries about leave balances. Reclaim your time and leverage actionable data to strategically manage employee absences and substitutes.

- Make it easy for eligible substitutes to find and accept jobs 24/7 and boost your fill rates with push notifications for available jobs via the mobile app
- Get answers in real-time with powerful reporting features
- Address trends like high absence days and absenteeism
- Review substitute hours and ensure compliance with ACA

Time and Attendance

Say goodbye to unmanageable spreadsheets and easily-lost paper timesheets. Capture employee time electronically to track attendance in real-time and stay on top of payroll and compliance issues.

- Run payroll quickly and accurately without paper timesheets
- Know who is where during a drill or emergency
- Uncover excessive spending and eliminate costly payroll errors
- Stay compliant with the FLSA, FMLA, ACA and more

Bring it all Together

Absence & Time are part of Frontline's Human Capital Management suite and integrate with other Frontline applications to streamline processes, reduce the need for manual data entry, and ultimately reduce errors and time spent on management tasks.

- Utilize the mobile app to manage tasks on the go
- Leverage integrations to enable data to be shared between your other Frontline Human Capital Management solutions so actions such as an approved PD request automatically generate a sub request, and you can stay on top of key Absence & Time metrics - such as how many absences have been filled by a sub, which ones haven't yet been filled and who has signed it at a particular location - all from a centralized homepage
- Track employee absence and substitute data and compare your district's data to national and state benchmarks

In Their Own Words

"Fill rate is probably the most important piece of a substitute management system, and we have not seen any sort of hiccup or blip there at all. From a payroll processing time perspective, our payroll clerk still thanks us regularly for making the switch to Frontline Absence & Time because their job in payroll became much easier without all those paper forms to process and match. That was a huge win from the business office and the payroll perspective."

Brian White
Executive Director of HR and Operations,
Auburn-Washburn Unified School District

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