

## Report your child's absence in the school's online service Skola24

Skola24 is an online service that is used by municipal schools. You can use Skola24 to report absence, apply for leave, see the timetable, and to see your child's absences.

### Submit an absence report

There are two ways for parents to use Skola24 – either via a browser on a computer/tablet/smartphone or using the Unikum Familj app. It is easy to use the app if you only need to submit an absence report. Your information is automatically transferred to other systems, such as Tempus, which you use if your child attends a *fritidshem* recreation centre. Remember that you must submit an absence report on each day on which your child is absent.

### More options with the Skola24 online service

The Skola24 online service can also be used for several other things, in addition to reporting absences. You can make changes, apply for leave in advance, see timetables, and see previous absences. Parents/guardians can log in using a computer/tablet or smartphone via: [www.umea.se/skolportal](http://www.umea.se/skolportal). You must use an electronic form of identification to log in. If, for any reason, you are not able to use BankID, please contact the school's administration office.

If your email address or telephone number is missing in Skola24, it is important that you update your profile details so that you can receive notifications about your child's absence from school. Go to your profile, and change and then save your contact details.

At [www.umea.se/skolportal](http://www.umea.se/skolportal), you can find more information about the school's online services. Naturally, your school will be able to help you, if you need it.

### Information from the school in the Unikum Familj app

Unikum is the school's learning platform, where parents/guardians can receive information from the school, gain an overview of their child's learning development, and report an absence. Search for "Unikum Familj" in [Google Play](https://play.google.com/store/apps/details?id=com.unikum.familj) (Android) or [App Store](https://apps.apple.com/se/app/unikum-familj/id1444444444) (iOS), or use the QR code below:



Hämta Unikum familj till iPhone (iOS)   Hämta Unikum familj till Android

If you have never logged in before, select "Other ways to log in" and then "Umeå Municipality for parents". Unikum Familj is available in Swedish and English.

More information: [YouTube - Unikum Familje](#)