Church & Sunday School Attendance Sheet

Ministry / class _____ **Leader** _____ **First Sunday of the quarter** _____

No.	Name	Class / cell	Contact	Wk 1	Wk 2	Wk 3	Wk 4	Wk 5	Wk 6	Wk 7	Wk 8	Wk 9	Wk 10	Wk 11	Wk 12	Wk 13	O	N	X	E	Rate	Follow-up
				/	/	/	/	/	/	/	/	/	/	/	/	/						
1																						☐
2																						☐
3																						☐
4																						☐
5																						☐
6																						☐
7																						☐
8																						☐
9																						☐
10																						☐
11																						☐
12																						☐
13																						☐
14																						☐
15																						☐
16																						☐
17																						☐
18																						☐
Weekly total																						

First-time visitors this quarter

Date	Name	Contact	Connected through	Followed up	Notes
				☐	
				☐	
				☐	
				☐	
				☐	
				☐	

O Attended **N** Online **X** Absent **E** Excused

Rate = (O + N) ÷ (O + N + X). Excused weeks are left out. Check Follow-up for anyone you plan to call.