**SmartSub — Absence Management. Simplified.**

SmartSub is built for K-12 districts to reduce the disruption of staff absences. Automate outreach, fill jobs faster with qualified substitutes, and keep everyone informed, without the phone calls, spreadsheets, or last-minute scrambling.

**What SmartSub Delivers**

* **Higher fill rates, faster** with automated substitute matching and real-time notifications
* **Better communication** between staff, substitutes, and administrators—everyone sees the same, current information
* **Less administrative work** through digital approval workflows and streamlined scheduling
* **More prepared substitutes** with access to lesson plans, notes, and job details before they arrive
* **Real support and continuous improvement:** Talk to a real person by phone, get fast, school-savvy help, and benefit from frequent product updates driven by client feedback.

**Core Capabilities**

**Smart Absence & Leave Management**

* Centralized dashboard to **track absences across the district**
* **Digital approval workflows** (configure which absence reasons require approval)
* **Daily absence limits** and visibility into staffing levels
* **Leave balance management** and absence history tracking
* **Fine-grained permissions** to control access by role

**Automated Substitute Placement & Scheduling Flexibility**

* Automatically matches and fills jobs based on:
  + **Availability and voting algorithms**
  + **Qualifications / certifications / Category**
  + **School, grade, teacher preferences and exclusion lists**
  + **School and role requirements**
* Supports complex district needs:
  + **Multiple positions per employee** (one person, multiple roles/schedules)
  + **Partial fill capability** (fill part of a day, split coverage, or swap assignments)
  + **Schedule multiple substitutes at once**
  + **Quick reassignment tools** when plans change
  + **Prearranged subs and priority substitute notifications**

**Designed for Administrative Efficiency**

* **Actionable reporting:** See daily absence and fill status at a glance, with built-in and custom reports to analyze trends and improve coverage.
* **Time-saving integrations:** Connect SmartSub with your payroll systems to streamline exports, reduce duplicate entry, and minimize payroll errors.

**Substitute-friendly tools:** A free mobile app lets subs set availability, manage and accept jobs on the go, and access job details plus school profiles that help them feel welcomed and prepared before they arrive.

Substitutes can choose how they want to be contacted and accept jobs quickly.

**Text messages Email Phone calls Mobile app notifications**

**Ready to increase fill rates and reduce absence chaos?**  
Schedule a quick SmartSub demo and see how districts streamline approvals, outreach, and coverage in one system.

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