



## **Attendance Procedures - 2020-2021 School Year**

The information below may be reassessed after the school year opens. If any change occurs, it will be communicated.

### **Message to Parents/Students**

The Pennsylvania Department of Education requires districts to report daily attendance in both the hybrid and e-Classroom instruction models.

All students whether in person or online will be required to complete a daily check-in assignment.

If a student fails to complete the daily check-in assignment, they will be marked absent for the day.

**High school students** need to complete their daily check-in assignment in Schoology every day. All high school students must complete the daily check-in assignment **by 2:30 p.m.** The remainder of their daily assignments can be completed after 2:30 p.m.

**Middle school students** need to complete their daily check-in assignment in Schoology every day. All middle school students must complete the daily check-in assignment **by 3:00 p.m.** The remainder of their daily assignments can be completed after 3:00 p.m.

**Elementary school students** need to complete their daily check-in assignment in Google Classroom every day. All elementary students must complete their short check-in assignment **by 7:00 p.m.** every day as we recognize students may need the assistance from parents/guardians to do this. The remainder of their daily assignments can be completed as time allows every day.

If your child has a legitimate excuse for not completing their daily check-in assignment, e.g. doctor's appointment, college visit, etc. parents must submit an excusal note similar to past practice. However, notes can now be submitted electronically via email to your building's attendance email address. Go to your school's website to find your building's attendance email address.