

How Will Attendance Be Taken on Remote Learning Days?

This includes 5-day remote learners and Wednesday only remote learners:

1. When you log in for the day of learning, you will be given directions by your HR teacher (Elem) or your 1st period class teacher (HS) to complete an attendance task. Once this is sent to your teacher via Google Classroom, you are counted as being in attendance. (This can be any time from Tuesday night until Wednesday night at midnight.)
2. This will be proof of your attendance for that day! Your teacher will mark you as "Present Remote Asynchronous" (PRA) in the CSIU attendance database.
3. **IMPORTANT:** Yes, you may log in the night before and do this only, do some work too or do all the work and log back out. You can go back in the next day to complete any assignments not done. All assignments are to be completed by midnight Wed. night. If you do the attendance ticket and do no other work, the result will be you are in attendance for that day but have incomplete work and consequences will be given by your teacher(s) as if you were present at school but brought no homework back that was given the day before.
4. **Can I do my work if I am sick and be counted as present?**
Yes. As long as you log in, do attendance ticket and do all the work assigned by Wednesday night at midnight, you will be counted present.

5. What do I do if my child is sick or absent on a remote learning day and cannot do the work?

This is considered an "Absent Remote Asynchronous- Unexcused" (ARAU). To help you understand this, pretend this remote school day is really a face to face school day. Follow what you normally would do on a face to face day if your child was sick, out of town, doctor apt, etc. INFORM the teacher and the school office that your child will not be present to do the work for that remote learning day. The teacher, once given a written email from you or a dr. excuse sent to them via email, will inform the attendance clerk in our offices to change the "Absent Remote Asynchronous- Unexcused" to "Absent Remote Asynchronous- Excused." (ARAE)

If a parent excuse nor a dr. excuse is provided within 3 school days, as it always has been, the day would stay as an "Absent Remote Asynchronous- Unexcused" (ARAU). Refer to the student handbook on the C-L absence policy.

6. If I go on vacation, can I do the week's remote lessons while I am gone? Yes. Please work this out with the teacher's prior to leaving. The days you are on vacation will still be marked as an absence. By doing the work while you are on vacation, this will allow you to keep up with the work you will be missing.

Revised 9-8-2020

