

What Families Can Expect

Parents and Caregivers Guide to Attendance

With COVID-19 safety precautions still in effect throughout the state, the Ohio Department of Education has provided clear guidance on how schools should measure attendance when students are working remotely. This document outlines the evidence of participation that teachers will use to determine when students are present each school day.

Hybrid Attendance In-person and Remote Learning

- Teachers will take in-person attendance for the first period class, or within the first 120 minutes of the day in eSchool Plus daily on in-person days.
- Schools are responsible for calling the parent or caregiver if a student is absent for the first 120 minutes of the day.
- Per Ohio Department of Education guidelines, students are not permitted to make up an in-person day by completing an online session.
- If a student fails to come to school on an in-person day, he or she will be marked absent.
- Secretaries will document tardy arrivals and early departures in eSchool Plus.
- Tardy arrivals will continue to be relevant in Hybrid Learning when students are required to physically attend school.

Synchronous Attendance

Teacher-led live lessons

Students are required to log in to the live session by 8:30 a.m. Students are considered present if logged in to the Learning Management System when teachers are providing live instruction.

Asynchronous Attendance

Student-led recorded sessions or independent learning based on teacher's instructions

- When students are unable to attend the live session, the parent or caregiver should communicate with the teacher and arrange to attend the recorded lesson.
- When students attend the recorded lesson, they are marked present. Evidence to support when an asynchronous learner is present:
 - Logins to the Learning Management System
 - Smartphone photos from parents to measure activity or progress
 - Emails, phone chats, conference calls, text messaging and meetings in the LMS, video chats
 - Making attempts to complete assignments
 - When students are working without technology, the District is responsible for providing written work/packets. Families are responsible for submitting work on time to count as present.

Parent Responsibilities

Maintain strong communication with your child's school:

- Update your contact information with an email address and reliable phone numbers
- Continue to call students off at the school's main phone line when your child will be absent.
- Communicate with teachers when your child is struggling with online lessons.
- Communicate with teachers when your child is unable to attend the live lesson but will attend the recorded session.
- Let the teacher or a school team member know if you experience difficulties that prevent your child from logging into school.

Review the Remote Learning rules with your child:

- If your child is ill on a Remote Learning day, but able to attend class and meets the attendance requirements, he or she will be considered present.
- When your child is required to attend in person, he or she cannot substitute an online lesson for an in-person day.
- On in-person days, students are considered tardy when arriving after the first 30 minutes of the day.
- Create a routine schedule during school hours to make it easier for your child to learn and study.
- A parent or caregiver's signature is required to sign a student out for early departure on in-person days.