

## **ATTENDANCE INFORMATION**

Students are required to attend school 180 days per year. Regular attendance is vital for student success.

Parent/Guardians are requested to call the school (838-7250) in the morning if their child will be absent.

For student absences, families must communicate with the school the reason for the absence to change it from unexcused to excused. This can be done in the following manners:

1. The parent/guardian calls the school office and informs the secretary.
  2. The parent/guardian emails the school secretary explaining the absence.
  3. The parent/guardian brings in a written note to the school office.
  4. The parent/guardian messages the teacher via email, Schoology, or other means.
    - Written absence notification must include the date of the absence, student's full name, guardian's full name, and the reason for the absence.
- . Excused absences are for:
- Illness, Religious Holiday, Death in the Family, Unusual Circumstances (must be explained in writing and approved by the Principal or Assistant Principal)

For technology related absences, the parent/guardian must contact the school to inform of the issue AND must contact IT at 216-838-7258 or the HelpDesk at 216-838-0440 for technical support.

**Students must complete all work related to the excused day(s).**

## **PARTICIPATION**

Per the Ohio Department of Education, in order to show proof of attendance and engagement in a Remote School, student must both attend live classes and log-in and complete assignments in Clever/Schoology each day. All students must be logged into class and learning applications for 6 hours each school day to be considered enrolled full time.

## **ENGAGEMENT**

Cameras must be on at all times. If the camera is not able to be on the following expectations are in place:

- Parent/Guardians must communicate with the classroom teacher the reasons.
  - Permissible reasons include, but are not limited to, device issues, medical and mental health reasons, and special education accommodations.
    - If the camera is not working, the parent/guardian shall work with the school to correct the issue.
- The scholar must be actively engaged within the lesson as communicated by the teacher.
  - Includes, but is not limited to, use of the chat, verbal communication, use of learning applications such as SeeSaw, break-out rooms, virtual whiteboards, etc.

## **EXPECTATIONS FOR CONTINUED ENROLLMENT IN CMRS K8**

- Students in all grades are expected to attend all live classes, except when an excused absence is communicated to the school.
  - Excesses absences may result in retention or educational neglect.
- Students in all grades are expected to log-in daily and complete all course requirements.
  - Live class assignments.
  - Independent practice and tasks as assigned by the teacher.
- Consistent and satisfactory completion of assigned work.
- Continued academic progress as noted by formal and informal assessments.
- Spending 6 hours each day logged into live classes and learning applications as assigned by the teacher.

## **CMRS K8 FAMILY SUPPORTS**

- The Cleveland Remote K8 School understanding the importance of engaging with our families and will support our collective success by holding:
  - Introductory Meet and Greet and Open House events.
  - Parent Teacher Conferences.
  - Weekly Office Hours.
  - Success Celebrations.
  - Technology and Supply Distributions.
  - Regular Communication via email, phone calls, and newsletters.
  - Virtual and In Person Opportunities.
  - Daily Zoom support sessions.
  - In person orientation opportunities.