

**Attendance - In Person Days**

Daily attendance is vital for all students to ensure academic success. Students can arrive at school between 8 and 9 am. Students are considered tardy if they arrive after 9am.

All classes end at 3:00 p.m. Students staying at school after 3:00 p.m. are no longer under the supervision of JFK staff unless they are here for a specific, supervised activity. If a parent/guardian cannot pick up their student at a reasonable time after school, they must make alternative arrangements to have their student picked up. **Families that pick up their students late on a regular basis** will be asked to come in and meet with the principal and/or guidance counselor to make a plan to ensure students are picked up on time each day.

Early dismissals should be limited to court appearances, religious obligations, funerals and medical appointments that cannot be scheduled after 3:00 p.m. If a student needs to be dismissed before the end of the school day, the parent/guardian must write a note or call the office.

In the event that your student is unable to attend, you need to notify the school by 8:30 a.m. If we do not hear from you we must call you to verify that your student is out of school. Please call the main office, 655-0411, to report your student's absence.

**Attendance - Remote Days**

The Vermont Agency of Education (AOE) requires that we have a mechanism to take attendance for students, even on their remote days.

For our students that are in our hybrid model, we have a few ways to track attendance for remote days:

1. If the student attends their Zoom class morning meeting, they are considered present
2. If a student has received paper work to do on their remote days, they must bring that work back for their next in person day. Their completed work means they will be marked as present for their remote days.
3. If online work has been assigned, the teachers will check the online platform. They can see when students logged on and what work was completed. If students logged on and work was completed, then they are considered present.
4. If students do not do any of their assigned work, or do not attend their Zoom morning meeting then they are marked absent unexcused for that day(s)

If your student misses their last in person day for the week (tuesday or Friday), and they have paper work to do on their remote days, the teacher will mail the work home.

**Calendar/Upcoming Events**

Friday, September 25th  
Pod A Remote; Pod B In Person

Monday, September 28th  
Pod A in person; Pod B remote  
2019-20 Yearbooks for sale! \$5

Tuesday, September 29th  
Pod A in person; Pod B remote  
2019-20 Yearbooks for sale! \$5

Wednesday, September 30th  
All Students Remote

Thursday, October 1st  
Pod A Remote; Pod B In Person  
2019-20 Yearbooks for sale! \$5

Friday, October 2nd  
Pod A Remote; Pod B In Person  
2019-20 Yearbooks for sale! \$5



## What does all of this mean for my student?

The following actions will take place based on a student's total Absences, Tardies, and Early Dismissals:

- **5-days total**: Letter will be sent home to parents/guardians and the student will be referred to our attendance EST. Families may receive a call from a school employee regarding their child's attendance.
- **10-days total**: Phone contact may be made by a school official or designee with the parent/guardians/guardians;
- **15-days total**: Building administrator or designee may require the parent/guardians/guardians to attend a school conference. If the parent/guardian refuses to attend the conference, the case may be turned over to the school resource officer (SRO);
- **20 or more days total**: After 20 cumulative days of missed school in some capacity during the school year, the school will turn the case over to the District Attorney and the Department for Children and Families for further investigation. Truancy charges may be brought forward

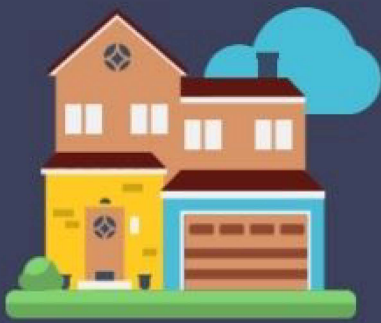
## Who Works at JFK?



The Student Support Team (SSR)

SSR which stands for the Student Support Team, consists of Amanda Babcock, Savanna Bechard and Manny Robertson. The SSR provides support to students, classrooms and teachers so that the schoolwide expectations can be successfully met.

You will usually see the SSR team members walking around the JFK building checking into classrooms, talking and laughing with students, giving (air) high fives/ (air)hugs to students, helping out at recess and doing whatever we can to help the JFK Elementary School feel safe, welcoming and positive.

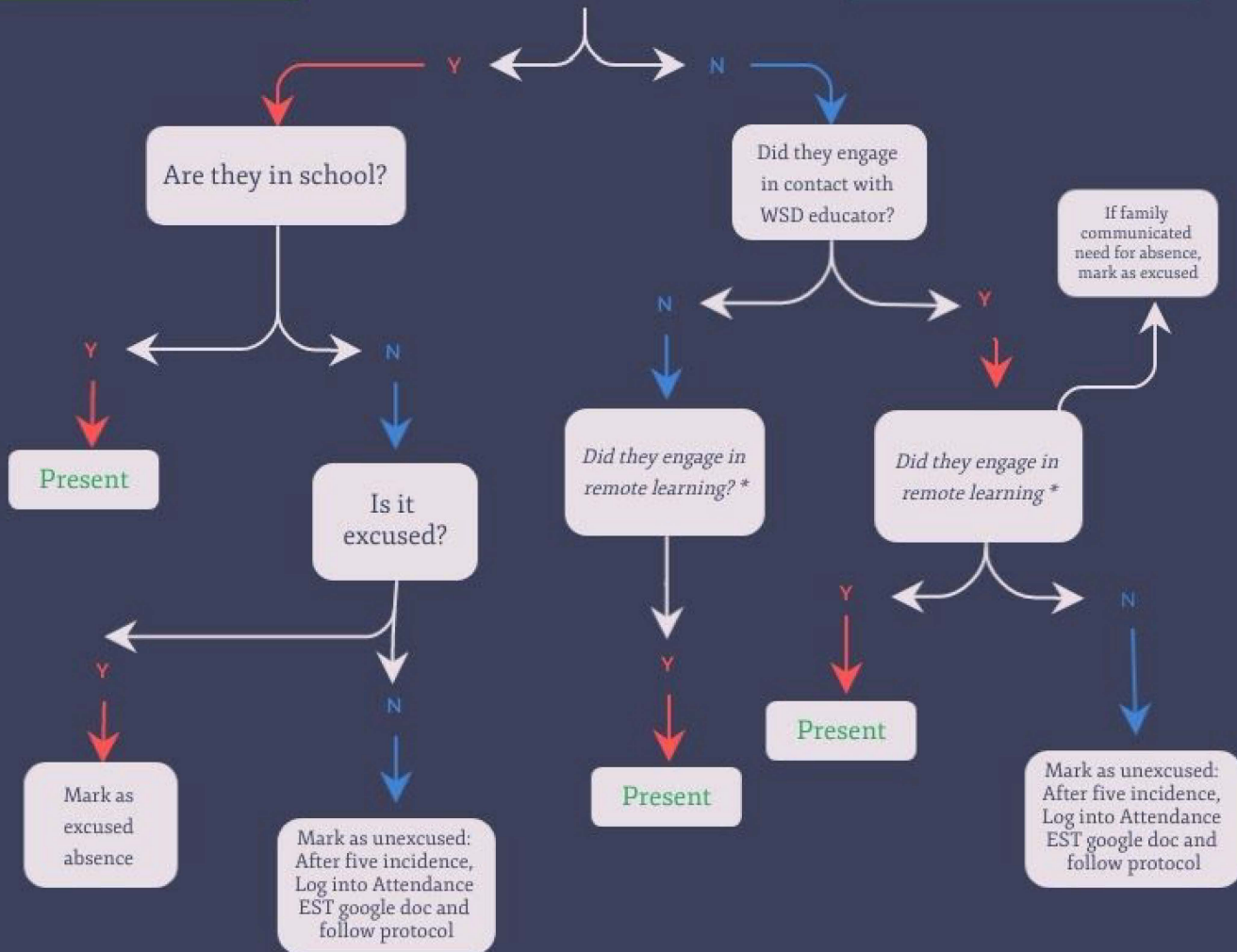


# Attendance

created July 21, 2020



For Students in-person learning



\*Remote Learning is defined as :

- Engaging in online platform independently
- Engaging in small/whole group instructional learning through zoom
- Engage in offline work (reading, writing, math computation, etc)

Students should engage in a total of 2-5 hours per day