

## **Attendance Guidelines — Students Enrolled in the Online Learning Academy**

Students who are enrolled in the Lexington District One Online Learning Academy are expected to participate in all learning activities. This includes all online meetings. They must also submit their assignments by the due dates established by their teacher(s).

**Their attendance will be recorded as follows.**

**Elementary Students:** Students will be marked present for the day if they attend the “morning meeting” or if they participate in any of the day’s activities or assignments. If they do not, they will be marked absent for the day.

**Secondary Students:** In each course, students will be marked present if they attend the synchronous virtual learning activity or if they submit any of the assigned work for the course that day. If they do not, they will be marked absent for the course on that day.

### **Additional Attendance Information**

Schools will continue to accept parent notes and excuses to document absence reasons. Schools can accept these excuses electronically.

**If your child is experiencing symptoms associated with COVID-19, please contact your child’s school nurse immediately. Absences associated with COVID-19** will be coded as SC-FLU with a descriptor of COVID-19. This is an excused absence. This code is used for the student who has/is suspected to have COVID-19.

### **Students Required to Quarantine**

Some students in the Online Learning Academy participate in extracurricular activities at school. Students may be required to quarantine if they are in close contact with someone with a confirmed case of COVID-19. Your child’s school will contact you if an exposure occurs at school.

**If a close contact occurs outside of school, please keep your child at home. They should not participate in extracurricular activities. Contact your child’s school nurse immediately.**

Students will be marked present for all days they are in quarantine. If no assigned work is submitted by the due date established by the teacher, the student’s attendance will be changed to absent (for the corresponding days).

**Truancy regulations remain in effect.**