



BFHS Remote Learning Attendance

Benjamin Franklin High School

Grades 7 - 12

Information for Parents and Students

Why take attendance during remote learning?

- Just as if we were able to begin the school year with in-person instruction, we are required by the state to report student attendance. Both parents and schools must work together to ensure that learning moves forward as much as possible during remote learning times.
- To stay compliant with all high school graduation requirements.
- Students need to, in these uncertain times, have the security and comfort of a regular routine with learning expectations that are as normal as possible.
- Missing school is disruptive to the learning process and can have a negative impact on academic progress and graduation eligibility.

How will attendance be taken during remote learning?

Attendance during remote learning will be taken in each class that a student is enrolled in everyday with a daily Check-in Survey located at the top of each BFHS Google Classroom. These surveys consist of a brief questionnaire that includes the student's name, date, class name, and how they are feeling that day (two social and emotional questions). The information entered populates an attendance spreadsheet shared with the registrar in the office. Students should be encouraged to complete this daily process for each of their individual classes throughout their remote learning school day.

Social and Emotional Questions

Question 1: How are you feeling today?

Response options: overjoyed, happy, fine, sick, upset, sad, overwhelmed

Question 2: Would you like your School Advisor or another representative to reach out to you to help you with how you are feeling?

Response options: Yes or No

Attendance can also be taken by participating in the following activities:

1. Live Session Attendance
2. Online Assignment Submission

How do I report an absence during remote learning?

If your child is ill or if there is an emergency that prevents them from participating in schoolwork that day, please call or email the school attendance line to report the absence. Attendance during remote learning will be finally resolved the morning after each school day to accommodate those who may need to work during the evening hours.

Campus Attendance Contact Information				
CAMPUS	REGISTRAR	ATTENDANCE PHONE	ATTENDANCE EMAIL	MAIN OFFICE PHONE
BFHS	Heather Hill	480-427-3991	hhill@bfcsaz.com	480-558-1197

What happens if I forget to report an absence?

Teachers and/or other school personnel will be reaching out to you to check in. After the 7th absence, a letter from the principal will be sent to parents reminding them of the importance of attendance. After the 11th absence, parents and an administrator will meet in a conference to discuss a plan for student success.

How do we support each other during distance learning?

We know that these are difficult times and that families may not have ideal circumstances or settings for remote learning. We want you to know that we are here to support you! Please reach out to your child's teacher or administrator with your ideas, needs, and frustrations. You are not alone in this endeavour and we want to help you make the best of this time that we spend remote learning. We love our jobs, we miss our students, and we are here to help!