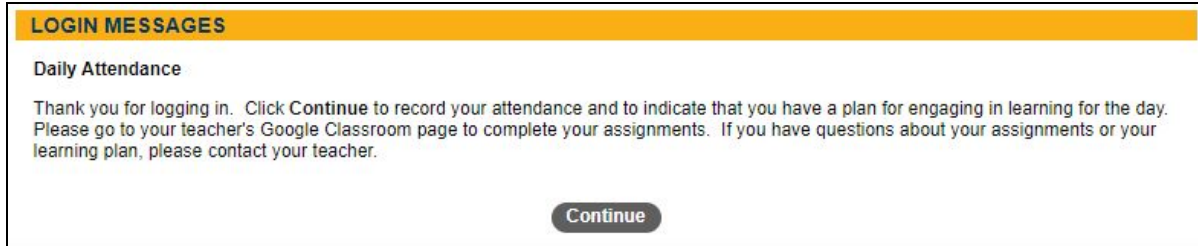**Attention 7-12 Students:** On days when your cohort is learning remotely, submit your daily attendance by logging into School**tool** by 8:30am.

Step 1:   Log into School**tool** using your Google login.

Step 2:   When you see this login message, click "**Continue**" to log your daily attendance. That's it! Proceed to Google Classroom to engage in daily learning.

LOGIN MESSAGES

Daily Attendance

Thank you for logging in. Click **Continue** to record your attendance and to indicate that you have a plan for engaging in learning for the day. Please go to your teacher's Google Classroom page to complete your assignments. If you have questions about your assignments or your learning plan, please contact your teacher.

[Continue]

School**tool** link: https://st.edutech.org/Victor/

Cohort	Monday - Tuesday	Wednesday - Remote	Thursday - Friday
Blue	Your teacher will submit your daily attendance.*	Submit your daily attendance by logging into School**tool** by 8:30am	Submit your daily attendance by logging into School**tool** by 8:30am
Gold	Submit your daily attendance by logging into School**tool** by 8:30am	Submit your daily attendance by logging into School**tool** by 8:30am	Your teacher will submit your daily attendance.*

*Teachers will take attendance on the days you are present in class. Students who come in tardy will need to follow the building procedures. **If a student is going to be absent for the entire day, parents/caregivers must contact the attendance clerk to let them know.** Robocalls will be sent to parents of students who are not present if the attendance office hasn't been informed.