

## **Directions to Take a Remote Learning Day(s):**

1. Email Beth Clavier ([clavierb@fultonschools.org](mailto:clavierb@fultonschools.org)) and the teacher that you are requesting a remote learning day. Please do this **3 days before** you would like to take the day(s).
2. Check the school's website for the Remote Learning work.
3. To be considered absent but present, work that is assigned must be submitted to the teacher within 2 days of taking the remote learning day.
4. Students may not use remote learning days on a summative assessment day.
5. For security reasons, students who are out of the country may not participate in remote learning day(s).