



October 16, 2020

Dear NPS Parents/Guardians and Students,

Student attendance is a priority for Norfolk Public Schools. We strive to have every student engaged in learning every day. During this unprecedented time, we understand that you may have questions concerning how or when your children will be counted as being present in class and present for the school day. For the 2020-2021 school year, your children will have access to learning and instruction through three (3) scenarios: Virtual, Asynchronous, and Face-to-Face. Please review the table below to know how your children will be counted present in each scenario.

VIRTUAL DAYS	ASYNCHRONOUS DAYS	FACE-TO-FACE DAYS
<p><u>ALL SCHOOLS:</u> Students attend school for any portion of the day by making contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. = PRESENT FOR THE DAY</p> <p>Please note: Students who make contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. <u>after traditional school hours</u> without communication with school personnel about the need to access instruction after hours may be counted PRESENT AND TARDY FOR THE DAY</p>	<p><u>ALL SCHOOLS:</u> Students attend school for any portion of the day by making contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. = PRESENT FOR THE DAY</p>	<p><u>ALL SCHOOLS:</u> During traditional school hours Students physically attend school for any portion of the day = PRESENT FOR THE DAY</p> <p>Students who physically arrive after roll call are counted PRESENT and TARDY FOR THE DAY</p>
<p><u>MIDDLE AND HIGH SCHOOLS (Grades 6-12):</u></p> <ul style="list-style-type: none"> <li>Students attend classes by making contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. = PRESENT FOR SCHEDULED CLASS</li> <li>Students attend classes by making contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. <u>after class on the same school day</u> = PRESENT AND TARDY FOR SCHEDULED CLASS</li> </ul>	<p><u>MIDDLE AND HIGH SCHOOLS (Grades 6-12):</u></p> <ul style="list-style-type: none"> <li>Students attend by making contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. = PRESENT FOR SCHEDULED CLASS</li> </ul> <p>SECONDARY E/O SCHEDULE:</p> <ul style="list-style-type: none"> <li>Students make contact via online platform, Student Vue, emailed assignment, uploaded assignment, phone conference, text message pertaining to class/assignment, etc. for a class <u>not scheduled that day</u> = PRESENT for that class period the day before or day after</li> </ul>	<p><u>MIDDLE AND HIGH SCHOOLS (Grades 6-12):</u></p> <ul style="list-style-type: none"> <li>Students physically attend class for 75% of the class period = PRESENT FOR CLASS</li> <li>Students physically attend class for 75% of the class period but arrive late (after roll call) = PRESENT AND TARDY FOR SCHEDULED CLASS</li> </ul> <p><i>Reference: School Board Policy Regulation JED-R</i></p>