

# St. Anthony's Updated Attendance Protocols



# Updated Attendance Policy

- St. Anthony's Commitment to Multi-Campus Framework
- Remote Learning and its Impact on Academics

# Updated Attendance Policy

- Present Students
  - All students who attend school in person. All traditional attendance policies apply.
- Virtual Students
  - Campus II and III students must submit the Daily Virtual Confirmation Form between 6:00AM-8:00AM for each and every day you wish to be remote.
  - The form responses will be shared with the Administration, Attendance, Faculty, and Staff to verify which students have opted to be remote each day.
  - Virtual students **MUST** self-report your attendance in each class. Failure to self-report attendance will be counted as a cut.
- Absent Students
  - Any students who do not come to campus or submit the virtual confirmation form will be considered absent. Absences will be unexcused without a parent note submitted to the Attendance Office
- St. Anthony's Policy for 8 or more absences in a QTR is a maximum grade of 65.

# All Student Portal Issues Must Be Resolved by Monday

If a student cannot access their Infinite Campus Portal for any reason, the SAHS Student Tech Support Form must be completed. Please see the following instructions:

1. Go to the St. Anthony's Website
2. Click on the Support Tab and select Online Support Form
3. Select Portal Account Support
4. Complete and Submit the Form

# Student 'Virtual' Check-in

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This process must be followed for any Campus II and III students on the days you are learning remotely from home

# Step 1. Login to Student Portal

The screenshot displays the Infinite Campus Student Portal interface. At the top, the Infinite Campus logo is on the left, and a notification bell and user profile icon are on the right. A dark sidebar on the left contains navigation links: Today, Calendar, Assignments, Grades, Grade Book Updates, Attendance, Schedule, Academic Plan, Documents, Message Center, and More. The main content area shows the date "Today Wednesday, August 26, 2020". A student profile card includes a placeholder image, the text "SAHS 2020-2021 Grade 10", and a barcode. A green callout bubble with the text "Click on your Current Class to Check-in" and a green arrow points to the "Check-Ins" section. Below this are sections for "Check-Ins", "Assignments Due Today", "Assignments Due Tomorrow", and "Documents Need Attention", all showing "No assignments." or "No documents." A "Q1 (08/26 - 11/16)" schedule card is on the right, indicating "DAY: 6" and "Virtual" status. It lists several classes with their times and teachers.

**Today** Wednesday, August 26, 2020

**SAHS 2020-2021**  
Grade 10

**Check-Ins**

Geometry Sophomores Attendance  
End: Today at 11:30 AM

**Assignments Due Today**

No assignments.

**Assignments Due Tomorrow**

No assignments.

**Documents Need Attention**

No documents.

**Q1 (08/26 - 11/16)**

DAY: 6 Virtual

<b>8:20-9:00</b>	<b>Intro to Western Literature</b> 8:20 AM - 9:00 AM	Jensen, James Rm: 236
<b>9:05-9:45</b>	<b>Physical Setting Chemistry</b> 9:05 AM - 9:45 AM	Hegarty, Anthony Rm: 340
<b>HR</b>	<b>10th Grade Homeroom</b> 9:50 AM - 10:00 AM	Kiernan, William Rm: 221
<b>10:05-1045</b>	<b>Global History &amp; Geography 10</b> 10:05 AM - 10:45 AM	Ferrante, Stephanie Rm: 206
<b>10:50-1130</b>	<b>Geometry Sophomores</b> 10:50 AM - 11:30 AM	Zelenka, Katherine Rm: 316
<b>11:35-1215</b>	<b>Spanish 10 Experienced</b> 11:35 AM - 12:15 PM	Malone, Ashley Rm: 225
<b>1:05-1:45</b>	<b>Introduction To Church History</b> 1:05 PM - 1:45 PM	Regina, Marga Rm: 108



Today

Calendar

Assignments

Grades

Grade Book Updates

Attendance

Schedule

Academic Plan

Documents

Message Center

More

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**Geometry Sophomores Attendance**

Start: Today at 10:50 AM

End: Today at 11:30 AM

**Geometry Sophomores Attendance**

Start: Today at 10:50 AM

End: Today at 11:30 AM

**Are you here?**

Click Yes if you're participating in Geometry Sophomores today, 8/26/2020.

Yes, I'm Here

Click on 'Yes, I'm Here'

1. Login to Your Student Portal
2. You will **ONLY** be able to Check-IN to your class during the Scheduled time your Class meets on the Given Day of the Cycle\*\*
3. You cannot go **BACK** to check into a class earlier or Later in the Day.
4. Failure to Check-in is considered a CUT from the Class as if in School.

\*\* If Your class does not show in the Check-In area during the Scheduled time, 'Refresh' the screen or Log out and Back into your Portal.

ALL Students that are Virtual on a Given Day of the Cycle **MUST** use this feature of the Student Portal to be Considered Present for class.





# Students must self-report during normal bell schedule

1st period: 8:20AM-8:30AM

2nd period: 9:05AM-9:15AM

HR: 9:50AM-10:00AM

3rd Period C: 10:05AM-10:15AM

4th Period D: 10:50AM-11:00AM

5th Period E: 11:35AM-11:45AM

6th Period F: 12:20PM-12:30PM

7th Period: 1:05PM-1:15PM

8th Period: 1:50PM-2:00PM



# Shifting from Attendance to Academics

Teachers are encouraged to:

- Require remote students to keep cameras on especially at the beginning and end of class.
- Involve remote students in class Q&A.
- Utilize tools like Google Forms & Nearpod to track engagement.
- Contact parents of remote students who are not participating.
- Maintain quarterly a Class Participation grade.

Parents are encouraged to:

- Check your parent portal regularly.
- Monitor your child's Google Classroom.
- Parents of students in Campus II should discuss a weekly plan for attending school.
- Parents of students in Campus II who are struggling academically, should strongly consider switching back to Campus I.

# Important

- When you are making a decision to come to school or to be remote, you are making that decision for the DAY. No students are permitted to attend any classes remotely (other than in scheduled cohorts) if they are on campus for the day.
- Students may not do partial virtual days. Your decision to be virtual or to be present applies to the entire school day and ALL classes including Physical Education.