# FAQ's - Attendance Information for BUSD Students and Parents

## Are teachers taking attendance?
Yes. Teachers mark students "A" Monday through Thursday if they miss live instruction.

## How is attendance being collected for online instruction?
Students complete the Google Attendance Form (it is posted in the student's Google Classroom) Monday through Friday.

## How late can students submit attendance for the daily asynchronous learning?
11:59pm the day of attendance.

## How do I excuse an absence?
It is the same process as during the traditional learning model. Parents have 3 days to clear absences and communicate with school (email, school attendance email, phone, app). Please check your child's school site website for information on where to send attendance verification emails.

## What is BUSD's expectation for attendance?
Students need consistency and focus now more than ever. Students should attend all live synchronous instruction and check into their Google Attendance Form every afternoon or evening when completing their online work.

## What if a student is missing live or online learning?
Our District understands that the key to success and learning is consistent attendance. Students chronically absent will be contacted by school staff to ensure the student is getting the support they need. Compulsory Attendance laws for California are in place, and if students begin to miss more than 10% of the school year, then BUSD has an obligation to support and intervene to help the student improve.

## Is attendance taken on Fridays?
Yes, your child will submit their attendance through the Google Attendance Form when completing their online work on Fridays.

## How can I check my child's attendance?
All parents have access to the Parent Portal and attendance information is there.

## What are the new attendance codes that we will see in the Portal?

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|---|---|---|---|
| D | Not engaged in Distance Learning | E | Engaged in Distance Learning |
| F | Friday not engaged in Distance Learning | J | Not engaged in Asynchronous (online) learning, but did attend synchronous. |