

# **Attendance Changes at DaVinci**

Effective January 25th (K-2), February 8th (3-5)

## **Distance Learning Students**

If your child is staying in the distance learning model, the attendance process will be the same as it has been during distance learning:

- Students are required to check in with their teacher every day.
- Students may check in by: attending their morning meeting, answering an attendance question on Google Classroom, or by submitting completed work.
- If your child is not able to participate in distance learning on a particular day, families should contact the office attendance line just as they would for any other absence ([attendance@davincicharterschool.org](mailto:attendance@davincicharterschool.org) or 763-252-6130).
- Students who do not check in or have not been called in as absent by a parent/guardian will receive an unexcused absence.

## **In-Person Students**

If your child will be attending school in-person, there are a few changes from the hybrid learning model:

- Students are expected to be in their classroom by 8:00 a.m. or they will be marked tardy.
- Students who do not attend school will be marked absent. Present but learning from home is not an option during in-person learning (see quarantining students below).
- Students with non-COVID illnesses are expected to stay home according to our [attendance policy](#) (fever free for 24 hours, no vomiting or diarrhea for 24 hours, free of contagious rashes, etc.).
- Students who are absent for other reasons (vacation, funerals, etc.) will be marked absent. Extended absences require prior approval from Academic Director Terry Moffatt ([complete the form here](#)).
- If your child is not able to attend school on a particular day, families should contact the office attendance line ([attendance@davincicharterschool.org](mailto:attendance@davincicharterschool.org) or 763-252-6130).
- If your child will be absent, you can contact their teacher for make-up work.

## **Quarantining Students**

If your child attends school in-person but has to quarantine because of COVID-19:

- Children who have tested positive for COVID-19 must quarantine.
- Children who have had close contact with someone who has tested positive for COVID-19 must quarantine.
- Children who have COVID-related symptoms must quarantine ([see decision tree for details](#)).
- Parents/guardians should [complete this form](#) right away if your child meets any of the above criteria.
- Nurse Julie will work with families to determine when students may safely return to school based on the date of exposure/start of symptoms.
- Students who are quarantined will follow the quarantine learning plan set and shared by their grade level.

If you have questions about these changes, please contact K-5 Director Andrea Halverson at [ahalverson@davincicharterschool.org](mailto:ahalverson@davincicharterschool.org).