

October 13, 2020

Re: COVID-19 & School Attendance Policies

Dear ECC Parents & Guardians:

Lexington School District Four has received guidance from the South Carolina Department of Education (SCDE) to assist in determining and accounting for the attendance of all students, virtual and hybrid for the 2020-2021 school year. Please review the following information and if you have any questions or concerns contact the front office of your child's school.

Attendance for students participating in the all Virtual Model will be determined by whether or not the student submits work or participates in assigned activities in accordance with the classroom teacher's written requirements. Students who submit assignments or participate in assigned learning experiences by the deadline established by the classroom teacher will be considered present. Students who fail to submit assignments or participate in assigned learning experience(s) by the deadline established by the classroom teacher will be considered absent.

Attendance for students participating in the Hybrid Model (face-to-face instructional days combined with virtual instructional days) will be determined in two ways. On face-to-face instructional days attendance will be determined by the student's physical presence at school. On virtual instruction days, attendance will be determined by the completion of assignments over a number of virtual days and the submission of these assignments by the deadline established by the classroom teacher. Students who fail to submit such assignments will be considered absent for the associated virtual instruction days.

Students who have symptoms of COVID-19, tested positive for COVID-19, or have been exposed to an individual with symptoms or who tested positive with COVID-19 should contact their school's nurse immediately. COVID-19 associated absences can only be excused by the school nurse. All other student attendance, hybrid and virtual, will continue to be monitored and addressed in accordance with Lexington School District Four's Attendance Policy. After three consecutive or five cumulative unexcused absences your child's teacher will contact you. If excuses are not received by the school, you will receive a letter requesting the submission of these excuses. Please remember you are allowed ten parent notes per school year and medical excuses remain unlimited. If excuses are not received and unexcused absences continue, you will be asked to participate in a meeting with your child's school to develop an attendance intervention plan.

Please know, we are aware these are unprecedented times that have caused many hardships and challenges for our students and families. Our goal is to work with you as a team to provide the support needed to meet the educational requirements of each child. Do not hesitate to contact our front office with any questions or concerns, or if you feel that your child's attendance has been taken in error.

Sincerely,

Lexington 4 Early Childhood Center

Attendance Team