



2020-21 Attendance Procedures

Indian Hills High School <noreply@rih.org>
Reply-To: Indian Hills High School <noreply@rih.org>

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Indian Hills High School

2020-21 Attendance Procedures

Student Attendance/Absences:

- If the student does not attend school and it is unrelated to a COVID-19 symptom, but logs into classes remotely, the teacher will record that the student attended the virtual class; however, it is still a charged absence that accrues toward the denial of course credit.
- If a student must remain home as a result of COVID-19 symptoms, quarantine/travel restrictions, or otherwise fails the daily screening, the absence will be administratively excused by the assistant principal or building principal provided the student attends class virtually.
- If a student has a doctor's appointment, college visit, observes a religious holiday, experiences a death in the family; that absence will be excused with proper documentation which should be emailed to the Assistant Principal and IHattendance@rih.org.
- If the student screening form is not completed by the start of the day, the student may be sent home and must be picked up by his or her parent/guardian or emergency contact and complete the day virtually; this is not a charged absence and does not accrue toward the denial of course credit.
- If a student needs to change to a completely virtual method, the requests must be sent in writing to Mrs. Kathleen Robinson (krobinson@rih.org) and Dr. Gregory Vacca (gvacca@rih.org) as per [RIHBOE Policy 1648.02](#).

Attendance Correspondence:

- Genesis Attendance warning letters will be placed in the Genesis Parent portal. You will receive an email notifying you that there is a document to read.
- Loss of Credit Attendance letters will be mailed home and in the Genesis Parent portal.

Link to RIHRHSD Attendance: [Attendance Policy and Regulation.](#) ([Student Handbooks - RIHRHSD](#)).

Indian Hills High School
97 Yawpo Ave
Oakland, NJ 07436
201-337-0100

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