










If your CHS student was absent from school, parents/guardians should email Mrs. Eff at [deff@bcps.org](mailto:deff@bcps.org) with the student's name, date(s) of absence and reason(s) for absence. Thank you.



Division of  
**School Climate  
and Safety**  
BALTIMORE COUNTY PUBLIC SCHOOLS

## Seven Facts for Understanding **ATTENDANCE** in Baltimore County Public Schools' Virtual Classroom Environment

-  In order to be marked present for a given day, students must log onto the appropriate learning platform during school hours:
  - + *Google Meets* (Mon., Tues., Thurs., Fri.)
  - + *Schoology* (Wednesdays)
-  Students should log onto their *Google Meets* classes and *Schoology* account between 8:00AM—3:00PM. This time period has been identified as "school hours."
-  When students are absent for a full day, parents/guardians should provide teachers with an email note explaining the reason for the absence in order for the absence to be marked *excused*. No email notes are required for lateness to class.
-  On Wednesdays, all students work independently to complete assignments posted by their teachers in *Schoology*. When students log on during school hours, they are marked present.
-  Students who are having technical difficulties that prevent them from logging on and being marked present should contact their teachers.
-  Parents/Guardians can expect an automated attendance call if their child did not log onto *Google Meets* or *Schoology* during the identified school hours.
-  Students' log-on practices are stored in the *Student Information System* as "daily attendance." Daily attendance data will be printed on the students' report cards.



TEAM  
BCPS

All Baltimore County schools have a designated pupil personnel worker who is available to assist students and families with attendance-related matters. When seeking support from the school's pupil personnel worker, parents/guardians should contact a representative from the school or call the Office of Pupil Personnel Services at (443) 809-0404 and leave a message.