

Hawthorn Attendance Procedure for On-line learning

Hawthorn Academy attendance laws require students to attend school regularly. The virtual nature of the school does not alter this requirement. Attendance is a joint responsibility of parents and their children. School authorities have a responsibility to enforce attendance laws.

Hawthorn Academy requires students on online full time or on-line in an A/B rotation must log-in regularly on days that they are on-line.

- Each day students are online they will have an assignment to complete and submit such as: an exit question, contribution to a discussion question, a quiz or test, response to a teacher's email, a project.
- Students should submit the work each day, but must submit the work for the week by Friday at noon at the latest.
- Teachers will track attendance on paper and verify attendance on Friday weekly.

Personnel review attendance weekly to determine that full-time students are on track to complete the 990 hours of instruction each year or are making progress to complete their courses. Student services personnel, counselors, and teachers will consistently contact the parent and/or student.

Students in this online public school program have no physical classrooms but still must meet all regulatory requirements for attending public schools in the state. These regulatory requirements include attending school for a required number of days and completing a required number of hours of instruction.

Students not attending school as mandated by law (not logging in and completing work for ten or more consecutive days) will be considered truant and this may result in suspension or expulsion.