

Greetings Cypress Bay family,

I want to update you on an **Important Attendance and Camera Policy Change** to the Broward Schools Policy 5.5, which will be implemented on December 1, 2020. To improve instruction for our students, and the delivery of instruction by our teachers to our students, students' use of **Cameras** will be required for **Attendance and Instruction**. This critical change to the policy will allow our teachers to continue to build wonderful teacher-student relationships as students engage in eLearning this year. We look forward to seeing our student's beautiful smiles beginning on **Tuesday, December 1, 2020**. If your student is experiencing camera issues with their current device, schedule an appointment to receive a school laptop by going to <https://cbhshelp.com/hesk/>.

## **VIII. Distance Learning Due to Emergency School Closures**

- I. **ATTENDANCE:** During a time when school buildings must be closed due to environmental conditions related to public health and/or safety, schools may be required to operate instruction through distance learning. The rules listed below will apply for student attendance during distance learning.
  - A. **Recording student attendance during distance learning:**
    1. Teachers will record student attendance in their online attendance book. Attendance will be based on the student's presence in the digital classroom.
    2. ~~Students will be counted in attendance~~ in the learning environment during their scheduled class time. Teachers should be flexible and consider any extenuating circumstances of individual students who may be unable to turn on a camera and may consider other evidence of attendance in these individual cases.
    3. **Students will be counted as absent** when no evidence of the student's online presence can be observed by the teacher during their scheduled class time.
  - B. **Excusing an absence:**
    1. **Parent Responsibility:** Parents will be notified within 48 hours of a reported absence via automated notifications. It is the parent's responsibility to communicate a reason for absence by phone or through the online form available on the school's website or the BCPS Mobile App.
    2. **School Responsibility:** The attendance clerk, designated by the principal, is responsible for monitoring and updating excused absences reported.

Best Regards,

Principal Fried

