



Chapman Primary School

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23 August 2021

Dear Parents and Carers,

During the Remote Learning period, teachers are required to mark daily attendance just as we do when working face to face. Throughout Remote Learning, daily student attendance will be defined as contact with the student and/or parent/carer and this contact can be made in several ways:

	Student check-in through video conferencing platform (i.e. Google Meet or Classroom), participating in a chat, completing daily check in activity, accessing learning or submitting a task.
	Staff member receives verbal response from a parent/carer. This can include a phone call, voicemail or video conference. Messages received through the front office will be forwarded to relevant staff.
	Email is received from parent/carer or independent student.
	SMS message received from Parent/carer to school phone/service. Any messages received at school will be forwarded on to relevant staff.

As always, we appreciate your ongoing support as we navigate these everchanging times together. Stay safe and stay connected.

Yours faithfully,

James M. Barnett
Principal