

Coolidge Unified School District
Remote Learning (quarantined) Attendance Procedure
Students

All Coolidge Unified School District (CUSD) **students** must follow these attendance sign-in procedures during quarantine to be counted present. Students must sign-in twice a day during the designated times to be counted present all day.

Sign-in between 8:00 AM and 11:00 AM to be counted present for all morning classes.

If you do not sign-in by 11:00 AM you will be marked absent for morning classes.

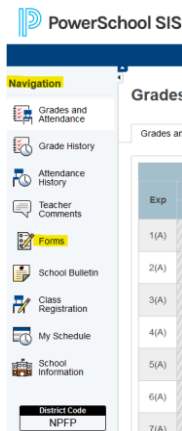
Sign-in between 12:00 PM and 3:00 PM to be counted present for all afternoon classes.

If you do not sign-in by 3:00 PM you will be marked absent for afternoon classes.

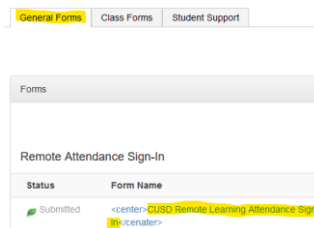
Step 1 Parent – Contact school site attendance clerk to report you child as quarantined.

Step 2 Login to your PowerSchool Student Portal at <https://coolidge.powerschool.com/public>.
You can also use the PowerSchool app. You must be on the most current version of the app. You will see “Forms” in the tool bar at the bottom of the “Dashboard” page.

Step 3 In the Navigation menu click on Forms.



Step 4 In the School Form Listing page, click on the CUSD Remote Learning Attendance Sign In link.
You will only see this screen if your school site attendance clerk had been notified that you are quarantined.



Step 5 Check the Present box at the bottom of the CUSD Remote Learning Attendance Sign In screen. Click the blue submit button.



IMPORTANT NOTE

These procedures and designated times are for attendance purposes only.
This does not relate to your virtual or in-person instructional time.