

# Information Obtained from the PA Department of Education

## Calculating daily student attendance during hybrid and full-remote instructional models

On days when students are participating in learning activities on campus, the school's usual method for marking individual students present or absent should be followed.

On days when students are learning off campus, schools must consider both the data regarding student access to and the completion of assigned learning activities to determine whether an individual student was present or absent. Below is a sample decision matrix for determining when an individual student is coded as present or absent on days when the student is learning off campus.

Sample decision matrix for remote learning days:

Possible Access/Completion Combinations	Confirmation of Access	Timely Submission of Assignment	Attendance Decision
Evidence of Access and Completion	Yes	Yes	Present
Evidence of Completion, but not Access	No	Yes	Present
Evidence of Access, not Completion	Yes	No	Absent
No Evidence of Access or Completion	No	No	Absent