

5RO Communication & Attendance Policies

(Highlights, please see full policy in the handbook)

5RO Communication Policy:

- ❖ Email is our primary means of communication as we are an online based school. Please check your spam/junk folders; if found there, please mark NOT JUNK/SPAM so they will arrive in your inbox in the future.
- ❖ Communication will be routed to the information provided during enrollment. Please inform us of any changes to ensure you do not miss vital communication.

5RO Attendance Policy:

- ❖ Attendance procedures are implemented in partnership with state and county guidelines.
- ❖ Students must log on daily, Monday through Friday, to be considered present for the day.
- ❖ After five consecutive absences 5RO staff will reach out via contact information given during enrollment. **If contact is not able to be established in a timely manner, the county has requested a truancy referral be made.**
- ❖ Per state statute, if a student has not logged on/attended school for 15 consecutive days, they will be dropped from the program.
- ❖ When attendance concerns exist and we have not been able to partner with families to resolve the concerns, a referral will be made to the county per state and county guidelines.