



ELIZABETH FORWARD MIDDLE SCHOOL

401 Rock Run Road, Elizabeth, PA 15037-2416 • 412-896-2335 • FAX: 412-751-6669

Dr. Trisha Martell
Principal

Middle School Attendance FAQ

How is my child marked present?

Hybrid Model -

In-Person Days - Students must be physically present in school on these days to be marked present. Each student will be marked *present* by their teacher through PowerSchool. Students will also be required to complete their individual attendance form available to all students through Canvas, our learning management system.

Remote Learning Days - Students must complete their attendance form through Canvas as soon as they log on to their device. Students are required to engage in synchronous and asynchronous activities as well. Should a student not complete their attendance form on remote days, they will be marked absent.

Full-Time Remote Model -

Remote Learning Days - Students must complete their attendance form through Canvas as soon as they log on to their device. Students are required to engage in synchronous and asynchronous activities as well. Should a student not complete their attendance form, they will be marked absent.

Are excuses still required for absences?

Yes, parents are still required to submit excuses.

Hybrid Model -

Written excuses must be submitted within **three (3) in-person school days**. Students can bring a hand-written parent note or a doctor's note to the excuse box outside of the main office. Parents/ Guardians can also email an excuse directly to: efmsattendance@efsd.net. Doctor's notes can be faxed directly to (412) 751-6669. Failure to submit an excuse within this time period will result in the absence being marked permanently as **unexcused and unlawful**.

Full-Time Remote Model -

Written excuses must be submitted within **five (5) school days**. Students participating in full-time remote learning can submit excuses electronically to the building main office. Parents/ Guardians can also email an excuse directly to: efmsattendance@efsd.net. Doctor's notes can be faxed directly to (412) 751-6669. Failure to submit an excuse within this time period will result in the absence being marked permanently as **unexcused and unlawful**.

Will we receive phone calls regarding absences?

Due to the asynchronous nature of some of our assignments and the limited access to connectivity and support during the day, we have extended the opportunity to complete our attendance form until later in the afternoon. For this reason, the attendance process is not completed until the following day and parents will not receive the typical notifications of a student absence.