

## Required Grades K-8 Attendance Log for Academic Year:

Griggs Enrollment Date: \_\_\_\_\_ Deadline Date: \_\_\_\_\_

**Student Name:** \_\_\_\_\_ **ID Number:** \_\_\_\_\_ **Grade:** \_\_\_\_\_

Begin to record attendance on the day/month you enroll / start school.

**Grades K-5:** Place a one (1) in each box to indicate 4+ hours of instructional time for the day.

**Grades 6-8:** Place a one (1) in each box to indicate 6+ hours of instructional time for the day.

Scan and email this sheet when the student has completed all their courses to [gjak6submit@gmail.com](mailto:gjak6submit@gmail.com)

**Note:** This sheet is mandatory and must be submitted before grade reports can be released.

- Hours can include:
- Educational activities
  - Field Trips
  - Educational games
  - Silent reading time

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Month Total		
Aug.																																		
Sept.																																		
Oct.																																		
Nov.																																		
Dec.																																		
Jan.																																		
Feb.																																		
Mar.																																		
Apr.																																		
May																																		
June																																		
July																																		

**Total number of days** for the school year: \_\_\_\_\_

(should be close to 180 days – check your local laws to ensure you meet their requirements).

By signing this document, I certify this is a true and accurate record of my child’s school attendance.

Parent Signature: \_\_\_\_\_

Date: \_\_\_\_\_