

Dear Parents,

Greetings from EIS!

We are writing to inform you of important information regarding attendance marking procedures during distance learning. Unlike in-school learning, where attendance is marked once per day, **attendance during distance learning will now be recorded subject-wise for each scheduled session (timetable).**

Students are expected to attend and actively participate in all scheduled online classes. The timetable includes **four (4) sessions per day for FS2–Year 1 and six (6) sessions per day for Years 2–10.**

Please note the following:

- Attendance will be taken for **every individual subject** session.
- Students who **do not attend ALL** scheduled sessions will be marked as having a **partial absence (unauthorised)** on eSIS.
- Correspondingly, such cases will be reflected as **"late"** on Education.

Complete school attendance is crucial to your child's academic progress and overall continuity of learning. Frequent absences (chronic absenteeism), irregular attendance, or repeated lateness can have a direct impact on your child's ability to meet ADEK's promotion (next grade level) requirements.

We truly appreciate your support in emphasising the importance of punctuality and full participation in all scheduled classes, as outlined in the *Parent Code of Conduct for Distance Learning*.

Should you have any questions or require support, please do not hesitate to contact the school.

Thank you for your understanding and continued support.

Warm regards,

EIS Administration