Attention 7-12 Students: On days when your cohort is learning remotely, submit your daily attendance by logging into School**tool** by 8:30am.

Step 1:   Log into School**tool** using your network login.

Step 2:   When you see this login message, click "**Continue**" to log your daily attendance.
That's it! Proceed to Google Classroom to engage in daily learning.

School**tool** link: https://schooltool.victorschools.org/schooltoolweb/

Cohort	Monday - Tuesday	Wednesday - Remote	Thursday - Friday
Blue	Your teacher will submit your daily attendance.*	Submit your daily attendance by logging into School**tool** by 8:30am	Submit your daily attendance by logging into School**tool** by 8:30am
Gold	Submit your daily attendance by logging into School**tool** by 8:30am	Submit your daily attendance by logging into School**tool** by 8:30am	Your teacher will submit your daily attendance.*

*Teachers will take attendance on the days you are present in class. Students who come in tardy will need to follow the building procedures. **If a student is going to be absent for the entire day, parents/caregivers must contact the attendance clerk to let them know.** Robocalls will be sent to parents of students who are not present if the attendance office hasn't been informed.