

# Steps to take your attendance

## **First Step**

Login To Schoology



## **Second Step**

Click on your "Courses"  
and go into your  
"Homeroom Course"



## **Third Step**

Click on the button on the  
left side that says  
"Student Attendance."  
This will open a new  
window.



# Exeter Student Attendance Page

Please Click on the link for your building. You must complete this form to get credit for attending the school day.

[Reiffton School](#)

[Junior High School](#)

[Senior High School](#)



## **Fourth Step**

Click on “Junior High School” link. This will open up a new window.



### **Fifth Step**

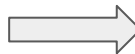
On the Google Form, enter your First then Last Name

### **Sixth Step**

Click on the “Present” circle if you are attending school that day. Click on the “Other” circle if you will be absent. *Remember: You must have your parent/guardian email the attendance secretary within 3 school days for your absence to be excused*

### **Last Step**

Click “Submit.” You only have to do this once per day.



## Exeter Junior High Student Attendance

Please use this form to report your daily attendance. Attendance must be submitted by 9:10am. For additional information and directions on submitting absence notes, click here: <https://www.exeter.k12.pa.us/domain/225>

Your email address ([jaalcaro@myexeter.org](mailto:jaalcaro@myexeter.org)) will be recorded when you submit this form. Not you? [Switch account](#)

\* Required

Please enter your full name \*

Your answer \_\_\_\_\_

Please select that you are present. If you are not able to attend classes today, use “Other” and share your reason. You must also have your parent email the attendance secretary at [JHSattendance@exetersd.org](mailto:JHSattendance@exetersd.org) \*

Present

Other: \_\_\_\_\_

A copy of your responses will be emailed to [jaalcaro@myexeter.org](mailto:jaalcaro@myexeter.org).

Submit