**\*Daily class/activity attendance is recorded weekly for each class on one form.**

**21ST CENTURY COMMUNITY LEARNING CENTERS**

**Weekly STUDENT Attendance ROSTER**

Class/Activity: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Hours: \_\_\_\_\_\_\_\_\_\_\_\_

School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Teacher(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dates: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

*Class/Activity takes place:* 🞎 *Before* 🞎 *After School* 🞎 *Summer*

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| ***STUDENTS ATTENDING ACTIVITY***  Please enter a “P” for present, an “A” for absent, or a “T” for tardy on the lines provided. If a student is not in your class, please put a line through their name. Also add students enrolled in your class, but missing from the attendance sheet. | | | | | | | | |
| *Last Name* | *First Name* | *Middle initial* | *Grade level* | *M*  *\_/\_/\_* | *TU*  *\_/\_/\_* | *W*  *\_/\_/\_* | *TH*  *\_/\_/\_* | *F*  *\_/\_/\_* |
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**Substitutes/Assisting Staff/Volunteers**

|  |  |  |
| --- | --- | --- |
| Name | Dates | Hrs Per Week |
|  |  |  |
|  |  |  |

NOTES: