Tree of Knowledge Learning Academy

Home Based Weekly Attendance Log

Tutor Name: _____

Week of: _____

STUDENT NAME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	SUNDAY

PLEASE NOTE: Record the amount of time students spent on **PLATO** for each day. This information is pulled from the Daily Usage Report found in the Reports section of PLATO. **DO NOT** use the Attendance report. Students with 0 PLATO hours should be identified as **A** for absent; **S** for Illness; **V** for vacation; **H** for Holiday; and **N** for No School.