**Attendance Log: Home visits, Community Based and Speech Only Students**

This form is to be sent to Shelley Junkermeier at the end of each month

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Student’s Name | Date | Attendance(hr) | Membership(hr) | Comments |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |
|  |  |  |  |  |

* Membership = direct time + indirect time as listed on the child’s IFSP/IEP
* Attendance time is the ACTUAL time you spent with the child
* Under membership hours, count hours when (1) everyone was in attendance, (2) parent cancelled, and/or (3) no one was home.

Participating Teacher/Special Service Provider:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_