

2. Student Participation Rates Form

PCAP School ID

Province

(1) PCAP Class ID	(2) Number of Students who Participated During the Scheduled Session	(3) Number of Students Not Present	(4) Number of Students who Participated During the Scheduled Session + Number of Students Not Present	(5) Participation Rate (%) <i>participated during scheduled session</i> ----- <i>participated during scheduled session +</i> <i>not present</i> X 100	(6) Makeup session	
Record the PCAP Class ID of each selected class.	Refer to the Student Tracking Form. Record the total number of students in the class who participated in one or more parts of the assessment, indicated by participation codes "2", "2A", "2B", or "2C".	Record the total number of students in the class who were absent, i.e., students with participation codes "1", "1A", or "1B". Do <u>not</u> include students with any other participation code in this total.	Total the numbers in columns 2 and 3.	Divide the number from column 2 by the number in column 4; then multiply the result by 100.	If the student participation rate for the class was below 85%: A. Leave a check mark in column 6.A. to indicate a makeup session was organized. B. Record the total number of students who participated in the makeup session (if applicable) in column 6.B.	
999901	6	2	8	75%	6.A. <input checked="" type="checkbox"/>	6.B. 2
					<input type="checkbox"/>	

If the student participation rate for any of the selected classes is less than 85%, then a makeup session is required and must be conducted before May 26, 2023. Even if holding a makeup session at the school will not increase the student participation rate to 85%, the makeup session should nevertheless be held to increase the rate as much as possible. If the low student participation rate is due solely to students being absent because of parent/guardian refusal, then a makeup session would not be possible and is not required. If a makeup session would involve only one student, then the session is not necessary.

If a makeup session is organized, only students who are listed on the Student Tracking Form may participate in the assessment. No substitution of students is permitted. Schedule the makeup session to include as many of the previously absent students as possible. If a student completes the assessment during the makeup session, please add the new participation code to the "makeup session" column on the Student Tracking Form, i.e., "2" (participated during session), "2A" (participated during session with an accommodation), "2B" (partially participated during session [arrived late, left early]), or "2C" (participated during session but experienced technical difficulty).