

Reading Camp Attendance

06/06/2025 2:12 pm EDT

Districts are required to document daily attendance for all students enrolled in Reading Camp on a digital spreadsheet. We have provided a [link to a sample template](#) for use if your district does not have anything in place. This sample template is a forced copy so it can be edited as needed to fit the needs of your district. It is essential that daily attendance is collected accurately for each student to be shared with Reading Camp Administrators at the end of Reading Camp.

At the end of Reading Camp, site administrators will enter each student's data into the RtA program within the NCSIS including the total number of days attended for each student.

If a student is identified as eligible for RtA Summer Reading Camp at the end of the school year, but does not already have an IRP designation in the RtA Program, follow the program entry steps in the program entry section for IRPs above and record "RC: RtA Summer Reading Camp" as a support.

Use the instructions below to capture the reading camp attendance for site administrators below:

Navigation: Menu > Student Information > State Programs > Read to Achieve

Select a Student: If a student is not selected, click Open Student Search tool to search by the student's name. Search for student's using advanced searches or Ad Hoc Filters as needed. Select the student's name to open Read to Achieve Program tool. If a student was already selected, the Read to Achieve Program tool will open automatically.

- Click **View** on the Individual Read to Achieve Program record to open the program information.
- Scroll to the **State Defined Elements** section.
- Select **Y: Yes** under Attended Summer Reading Camp.
- For 3rd grade students, check "**Proficient at End of Reading Camp**" if the student met grade level standards during RtA Reading Camp.
- Enter the **Total Number of Days Present**.
- Click **Save**.

State Defined Elements

Alternative Assessment:

Attended Summer Reading Camp:

Y: Yes

GCE Assessment Used:

Maximum 150 characters

Proficient at End of Reading Camp:

☒

Retained Not Returning:

☐

Total Number of Days Present:

10

Save

Cancel

Delete



Note: If a 3rd grade student met grade level; standards during RtA Reading Camp, enter the Program Exit Status “GCE Promoted to 4th Grade” and select the Exit Status Reason corresponding to the assessment used (GCE2, GCE3, or GCE4 for charter, lab, and restart schools. Charter, lab and restart schools should also select the assessment used under “Alternate Assessment (Charters, Labs, Restarts)”.

For Charter's: Check the box if a 3rd grade student who was retained did not return to the same charter the following school year.

Retained Not Returning:

