

**Anderson County High School**  
**Educational Enhancement Opportunity Policy**

To request an absence to attend or participate in an educational activity, **please read this policy, complete the application form** and return it to the Anderson County High School Attendance Office **at least five [5] days prior to the absence**. Such an absence as requested by this signed application and approved by the school principal or their designee, will be considered an excused absence. The major intent of the activity must be educational in order for the student to be granted this type of absence. The proposed activity must have **significant educational value and be composed of an intensive program related to the core curriculum [e.g. participation in an educational foreign exchange program or an intensive instructional, experimental, or performance program in one [1] of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts]**. The Principal or their designee will use his/her good judgement to determine if the activity meets guidelines.

A student may be approved for **up to ten [10] days of absence per year** for this purpose. However, **only five [5] days can be used at one time** unless approved by the Director of Pupil Personnel. Students who are granted an absence under this law will be allowed to make up all schoolwork. Student grades cannot be affected by lack of attendance or participation for classes for approved days.

This type of absence cannot occur during the school's or district-wide assessments, unless there are extenuating circumstances that are approved by the Principal or their designee and Director of Pupil Personnel.

**Steps for obtaining an Educational Enhancement Opportunity [EHO]:**

1. Obtain and complete an EHO application form from the Attendance Office or print form off the Anderson County High School webpage. EHO application forms will be kept on file in the student's cumulative folder.

2. Submit a completed EHO form to the Attendance Office **at least five [5] days prior to the absence**.

**Attendance Clerk: Mrs. Sherry Diaz can be reached via phone at 502.839.5118 or email at [sherry.diaz@anderson.kyschools.us](mailto:sherry.diaz@anderson.kyschools.us).**

3. Attendance clerk will submit the application form to the Head Principal or their designee for review. The Principal or their designee will either recommend or not recommend that the educational enhancement be granted. If it is not granted, the parent/guardian may appeal the decision to the Director of Pupil Personnel.

4. If approved, the student **must submit documentation** upon their first day returning to school for the absence to be counted as excused [e.g. copy of reservations of hotel, airplane ticket, made in advance receipts of something done while absent that are educational in nature, etc.]. If documentation is not provided, the absence will be counted as a parent note, if the student has not exceeded nine [9] days of parent notes to the date of the absence or counted as unexcused if the student is out of parent notes for the school year.

**Anderson County High School  
Educational Enhancement Opportunity Application**

<b>Student Name:</b>	<b>Date of Application Submitted to Attendance Clerk:</b>
<b>Date[s] of Intended Absences:</b> ____/____/20____ to ____/____/20____	<b>Number of School Day[s] Requested to be Absent:</b>
<p>Please explain the nature of the event the student will be attending and how the activity meets the criteria of [1] having an educational purpose, [2] having “significant educational value”, and [3] how the activity is directly related to at least one of the core curriculum subjects of English, science, mathematics, social studies, foreign language or the arts. Please attach a schedule of activities/events to be attended. [Use additional paper, if needed, and attach to this completed form.]</p> <p>1. _____</p> <p>2. _____</p> <p>3. _____</p>	
<p><b>Parent Contract:</b></p> <p>I, _____, the parent/guardian of _____, have read the EHO policy/criteria and do hereby request that my child be excused from school in order to attend an educational enhancement opportunity. My signature below confirms that this trip is of significant educational value and I release Anderson County High School and the Anderson County Board of Education from educational responsibilities for my child during this time. I understand that my child will be held responsible for completing any missed schoolwork as assigned by their teachers.</p> <p>Parent/Guardian Signature: _____ Date: _____</p>	
<p><b>Student Contract:</b></p> <p>I, _____, understand that I am responsible for any schoolwork missed during the time I am absent from school on an educational enhancement opportunity. I also agree that I will complete all assignments and turn them in within three [3] school days after returning to school.</p> <p>Student Signature: _____ Date: _____</p>	
<p><b>For School Use Only:</b> <b>This section to be completed by the school principal/designee</b></p> <p>This request must meet all criteria to be eligible for an educational enhancement opportunity absence:</p> <p>1. This request is for an absence[s] that will have “significant educational value” and be “intensive” in nature. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>2. This trip is tied to one of the core curriculum subjects of English, science, mathematics, social studies, foreign language or the arts. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>3. The major purpose of this trip is educational. Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>Principal’s Signature: _____ Date: _____</p>	

