

## **Absences and Excuses (WCBE 09.123)**

Students are required to attend regularly and punctually the school in which they are enrolled. Recording of absences and tardies shall be made in compliance with the requirements of 702 KAR 007:125.

### ***TRUANCY DEFINED***

Any student who has attained the age of six (6), but has not reached his/her eighteenth (18th) birthday, who has been absent from school without valid excuse for three (3) days or more, or tardy without valid excuse on three (3) days or more, is a truant.

Any student enrolled in a public school who has attained the age of eighteen (18) years, but has not reached his/her twenty-first (21st) birthday, who has been absent from school without valid excuse for three (3) or more days, or tardy without valid excuse on three (3) or more days, is a truant.

Any student who has been reported as a truant two (2) or more times is a habitual truant.

For the purposes of establishing a student's status as a truant, a student's attendance record is cumulative for an entire school year. When students transfer from one Kentucky district to another, attendance information from the previous district shall become part of their official attendance record for that school year.

### ***EXCUSED ABSENCE OR TARDINESS***

An excused absence or tardiness is one for which work may be made up and which has been verified by the Principal or designee.

### ***Educational Enhancement Opportunity (EHO)***

A student shall be granted an excused absence for up to ten (10) school days to pursue an educational enhancement opportunity determined by the Principal to be of significant educational value. This opportunity may include, but not be limited to, participation in an educational foreign exchange program or an intensive instructional, experiential, or performance program in one (1) of the core curriculum subjects of English, science, mathematics, social studies, foreign language, and the arts.

Unless the principal determines that extenuating circumstances exist, requests for date(s) falling within state or district testing periods shall not be granted.

The Principal's determination may be appealed to the Superintendent/designee whose decision may then be appealed to the Board under its grievance policy and procedures.

Students receiving an excused absence under this section shall have the opportunity to make up school work missed and shall not have their class grades adversely affected for lack of class attendance or class participation due to the excused absence.

### ***UNEXCUSED ABSENCES***

All other absences other than those defined in this policy as excused shall be considered unexcused. No make up work, including tests, shall be allowed for unexcused absences.

### ***EXCUSED ABSENCES/GRADES K-8***

Excused absences shall include:

1. Death or severe illness in the student's immediate family;
2. Illness of the student;
3. Appearance in court of the student pursuant to a warrant, subpoena, or citation;
4. Religious holidays and practices;
5. Participation in school-related activities approved by the Principal or designee;
6. One (1) day prior to departure of parent/guardian called to active military duty;
7. One (1) day upon the return of parent/guardian from active military duty,
8. Visitation for up to ten (10) days with the student's parent, de facto custodian, or person with legal custody who, while on active military duty stationed outside of the country, is granted rest and recuperation leave,
9. Other valid reasons as determined by the Principal, including trips qualifying as educational enhancement opportunities.

Unless the Principal determines that extenuating circumstances exist, requests for date(s) falling within State or District testing periods shall not be granted. The Principal's determination may be appealed to the Superintendent/designee whose decision may then be appealed to the Board under its grievance policy and procedures.

Students receiving an excused absence under this section shall have the opportunity to make up school work missed and shall not have their class grades adversely affected for lack of class