

HOME INSTRUCTION

The district board of education shall provide instructional services to an enrolled student whether a general education student in kindergarten through grade 12 or special education student age three to 21, at the student's home or another suitable out-of-school setting such as a hospital or rehabilitation program when the student is confined to the home or another out-of-school setting due to a temporary or chronic health condition or a need for treatment which precludes participation in their usual education setting, whether general education or special education.

1. To request home instruction due to a temporary or chronic health condition, the parent shall submit a request to the school district that includes a written determination from the student's physician documenting the projected need for confinement at the student's residence or other treatment setting. The period of absence must be expected to be longer than two weeks except in special circumstances.

The school district shall forward the written determination to the school physician who shall verify the need for home instruction. The school physician may contact the student's physician to secure additional information concerning the student's diagnosis or need for treatment and shall either verify the need for home instruction or shall provide reasons for denial to the district board of education.

2. The school district shall notify the parent concerning the school physician's verification or reasons for denial within five school days after receipt of the written determination by the student's physician.
3. The school district shall provide instructional services within five school days after receipt of the school physician's verification or, if verification is made prior to the student's confinement, during the first week of the student's confinement to the home or out-of-school setting.
4. The following procedures will govern home or out-of-school instruction:
 - a. The home instructor is certified and should be teaching.
 - b. Home instructors do not grade the work; this is done by the classroom teacher.
 - c. Home instructor must administer tests unless directed otherwise by the teacher. It is not acceptable to leave tests to be completed at the convenience of the student.
 - d. Teachers can be encouraged to devise a project to be completed in place of a test.
 - e. The student is expected to complete assigned work between visits by

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the tutor so that all necessary work is completed before the return to school.

- f. The student is not able to participate in after-school activities or programs while on home instruction.
- g. It is the parent's responsibility to have the child present and ready when the home instructor comes to the home. To cancel an appointment, parents must provide notice 24 hours in advance. If the child continually misses appointments, the possibility of filing truancy charges will be considered.
- h. A doctor's note is required in order for the student to return to school unless otherwise indicated.

Adopted: March 12, 2007