

## **HOME SCHOOLING**

When a parent or guardian of a student below the age of 16 wants to establish a home-based educational program for his/her child, the following procedures shall be followed in accordance with the law:

Prior to removing the child from public school:

The parent/guardian must submit written notification of establishment of the home-based program to the appropriate administrator 14 days before the program is established, and resubmit notification on an annual basis as long as the child or children are being educated in a home-based environment.

The parent/guardian must certify in writing, on a form provided by the District, the name, age, place of residence and number of hours of attendance of each child in the program.

The superintendent shall give the notice to produce records required by law if there is probable cause to believe the program is not in compliance with the law. Factors to be considered by the superintendent or school committee in deciding whether or not to approve a home education proposal may be:

1. The proposed curriculum and the number of hours of instruction in each of the proposed subjects.
2. The competency of the parents to teach the children.
3. The textbooks, workbooks and other instructional aides to be used by the children and the lesson plans and teaching manuals to be used by the parents.
4. Periodic standardized testing of the children to ensure educational progress and the attainment of minimum standards.

A student being educated in a home-based program within the District may have access to public school activities of either a curricular or extra-curricular nature upon approval of the superintendent.

A student, with the approval of the school committee, may be awarded a high school diploma if he or she has satisfied the Department of Education's competency requirements and has met the District's educational standards for graduation.

{Adoption date}

LEGAL REFS.: M.G.L. 69: 1D; 76:1, Care and Protection of Charles

***Blackstone-Millville Regional School District***

## APPLICATION FOR HOME INSTRUCTION

- Directions:
1. Please read the school committee policy on Home Education.
  2. Complete this form, attach any supportive documents and forward it to the Superintendent of Schools at least 20 days prior to the planned start of a home education program.

1. Parent/guardian: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Telephone: \_\_\_\_\_

4. Name(s) of student(s) who will be taught at above designated home and current comparable public school grade level(s):

Name \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ Grade \_\_\_\_\_

3. Period of time for which approval is sought: \_\_\_\_\_ through \_\_\_\_\_.  
month/year month/year

4. Teachers: Attach a statement providing information about any persons who will serve as teachers in this program.
5. Subjects to be taught: Attach a description of each subject to be taught including the scope, major goals and objectives for the child, the major materials and methods to be used in each area.
6. Scheduling of instruction: Attach a description of the schedule you plan for instruction during the period for which approval is requested. Include the number of hours and days planned.
7. Materials and Methods: Attach a listing and description of the texts, materials, methods and programs to be used. A sample of these materials would be extremely helpful and will be returned to you.
8. Evaluation: Attach a statement describing the tests or measurements that you plan to use to evaluate your child's educational growth during this period. If this home education plan is approved, the school department will expect to implement a periodic evaluation of the child's progress similar to the school attending students and may set guidelines and standards for this purpose to ensure the evaluation of reasonable educational progress.

9. Response by Superintendent of Schools: Ordinarily, you will receive a response to your proposal plan within 20 days from receipt of your application.
10. Hearing: As parents you have the right to a hearing before the superintendent of schools, if you wish, to allow you an opportunity to explain your plan further and answer questions about it. You maybe represented by counsel. If you wish to take this option, please so state your wish below by providing two possible times when this would be convenient for you.

Yes, a hearing is requested. The following two possible dates and times are suggested:

_____	_____
Date	Time
_____	_____
Date	Time

\_\_\_\_\_  
Signature of Person Completing Application

\_\_\_\_\_  
Date

## RELATIONS WITH HOME SCHOOLS

1. Requirements for approval of home instruction will include:
  - a. The parent or legal guardian must request permission to hold home instruction on an annual basis.
  - b. A home instruction application form will be provided to the parents or legal guardian. This form must be completed and returned to the superintendent before approval may be granted.
  - c. The committee delegates the approval of home instruction to the superintendent. Any approval or rejection of an application by the superintendent is subject to review by the committee.
  - d. Parents must demonstrate that the home school proposal fulfills the requirements of M.G.L. 71:1, in that the instruction will equal in thoroughness and efficiency and in the progress made therein of that in the school district.
  - e. All requirements of the Department of Public Health regarding immunization have been completed.
2. Children in home instruction may, at the discretion of parents or guardian, attend the public schools on a part-time basis. It may be an advantage for a home-taught child to attend specialized classes in the public school.
3. Parents or a legal guardian in charge of home instruction should make provision for regular testing or use of other indicators of student progress such as standardized achievement tests. As an alternative to home testing and at the request of those in charge of the home instruction, the school district will make provision for inclusion of home-taught children in the annual achievement test battery which is usually administered in February or March of each school year. The home instruction summary form must include either a summary of home testing results for each required subject for each child or the results of the achievement test that is administered through the school district.
4. Auditing functions of the committee for the home instruction will include:
  - a. The committee at any time requests a review by the superintendent of the attendance rolls, records of test scores or other achievement indicators in each required subject for any child in home instruction.
  - b. The committee may request at any time that the superintendent review the instructional materials and methods used by the person(s) responsible for the home instruction.
  - c. The superintendent will prepare for the committee an annual summary of the children included in home instruction. This report will also summarize, in general, the appropriateness or possible deficiencies of home education situations.

5. Within one week of the ending date of the home instruction, as indicated on the home instruction application form, the school district will mail the parents or legal guardian a home instruction summary form. The completed form should be returned to the school district within 30 days. This summary form must be returned to the school district office before annual approval of home instruction can be made for any succeeding years.
6. The committee will act in a responsible, cooperative manner to ensure that all children in the school district receive competent, adequate instruction. This concern includes children in home education. If the committee determines that a home instruction situation is inadequate, a conference between the parents or legal guardian and the superintendent will be scheduled to find mutually acceptable ways to correct any deficiency.
7. If deficiencies in a home education situation are not corrected or the proper annual application or summary is not completed by the parents or legal guardian, an appropriate referral will be made.

{Approval date}

LEGAL REFS.: M.G.L. 71:1; 71:2; 71:3; 71:4; 76:1; 76:2; 76:3; 119 603 Code Mass. Regulation and Section 27.01 (1980) S.J.C. Care and Protection of Charles, 399 Mass. 324 (1987)

***Blackstone-Millville Regional School District***