

660 Homebound Instruction

I. PURPOSE

The purpose of this policy is to provide information regarding the instructional guidelines and parameters of homebound instruction. State law mandates that districts provide a program of general education for all pupils aged 5-21 who have not graduated from high school and who are living or designated as living within their boundaries, including appropriate special education for special needs children. This responsibility is not diminished by the inability of the student to receive this program at the regular school site.

Legal References: Minn. Rule 3525.2325 Subp. 1 (Education Programs for K-12 Pupils and Regular Students Placed in Centers for Care and Treatment)
20 U.S.C. §1415(k)(9) (Individuals with Disabilities Education Act {IDEA})
Minnesota Statute §127.26 – 127.39 (Pupil Fair Dismissal Act)
Minnesota Statute §125.03 (Special Instruction for Children with a Disability)
Minnesota Statute §125.05 (Method of Special Instruction)
Section 504 of Rehabilitation Act of 1973

Cross References: Policy 601 (District Curriculum, Instruction and Assessment)
Policy 417 (Chemical Use Policy)
Policy 506 (Student Discipline and Code of Conduct)
Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students From School Property Including Students With Individual Education Plans)

Approved with revisions from IGBG 2012

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II. GENERAL STATEMENT OF POLICY

- A. District 318's curriculum centers instructional practices on challenging and supporting all students in the pursuit of their highest academic achievement. The District shall provide teachers and staff with a framework for ensuring that students receive educational instruction to progress in their individual curriculum.
- B. The district provides regular education, special education, or both, to students in grades kindergarten through twelfth grade when students are prevented from attending their regular school for extended periods of time.
- C. If a student is unable to attend regular classes at the normal school site because of illness, injury, or placement in some type of treatment facility, the student, as classified by the homebound criteria, can be defined as a homebound student. To ensure that the student continues to make educational progress in their individual curriculum, a licensed instructor provides homebound instruction as soon as practicable under treatment conditions of these students.

III. DEFINITIONS

- A. **Homebound:** The student is prevented from attending the student's normal educational site, and is in need of alternative educational instruction.
- B. **Instruction:** A teacher-led process, which transforms well planned curriculum into student learning. Instruction is standards-focused teaching for the purpose of providing meaningful learning experiences that enables students to master academic content and meet graduation requirements.

IV. ELIGIBILITY OF HOMEBOUND INSTRUCTION

- A. Students who are enrolled in the district are eligible for homebound instruction based on eligibility which includes children with disabilities as defined under the mandatory provision of Minnesota Statute §120.03 (Special Instruction for Children with a Disability) and Minnesota Statute §125.05 (Method of Special Instruction), and students who meet the definition of having a disability as defined by Section 504 of the Rehabilitation Act of 1973.

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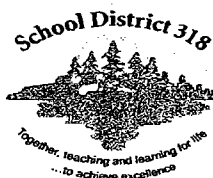
- B. Eligibility for homebound instruction may also include students who are excluded from attendance in the regular school program under provisions of Policy 417 Chemical Use Policy, Policy 506 Student Discipline and Code of Conduct, and Minnesota Statute §127.26 – 127.39 (Pupil Fair Dismissal Act). Minnesota Rule 3525.2325 states that education services must be provided to a regular education student who is absent or prevented from attending for 15 consecutive days; or predicted to be absent for 15 consecutive days according to the placing authority, such as a medical doctor, psychologist, psychiatrist, judge, or other court-appointed authority; or is health-impaired and in need of special education and predicted by the team to be absent from the normal school site for 15 intermittent school days.
- C. A student is eligible to begin receiving homebound instruction as soon as is practicable under treatment conditions to ensure that the student continues to make educational progress.
- D. Students receiving homebound instruction will be eligible for credit toward graduation, contingent on satisfactory completion of assignments, as determined by the instructors and/or the building principal.

V. IMPLEMENTATION

- A. All requests for home/hospital instruction shall go first to the building principal, and final approval including the selection of the homebound teacher must be approved by the superintendent or his/her designee.
- B. The superintendent or designee is directed and authorized to approve applications for homebound instruction. Services shall be provided by an appropriately-licensed Minnesota teacher who will consult with the pupil's classroom teachers to correlate instruction with what the pupil is missing and shall be geared to his/her most immediate needs. Instructional materials shall be provided by the District.

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- C. Homebound services must be provided as soon as it is anticipated that the student will be absent for more than fifteen (15) school days. The District shall provide appropriate instruction for pupils confined to home or hospital upon the request of parents with the documental approval of a physician, psychiatrist or court authority by contacting the principal of the school attended by the pupil. The aforementioned professional must certify that the pupil will be unable to attend school for the length of time specified and that the pupil is capable of receiving instruction. An estimate for the probable length of convalescence shall also be stated by the professional requesting service.
- D. The District is responsible to provide a minimum of one hour per day, five (5) hours per week to home/hospital-confined regular education students. Instruction need not be daily. For special needs students, the minimum amount of services will be expressed on the individual education plan (I.E.P.), but may not be less than one (1) hour per day, five (5) hours per week.



APPLICATION FOR HOMEBOUND INSTRUCTION

District 318

Before completing this form, see Policy 660 – Homebound Instruction.

It is school district policy that a student have an expected absence of a minimum of 15 school days to be eligible for homebound instruction.

Name of Student _____ DOB _____ Grade _____
Address _____ Phone _____ School _____
Date of last attendance _____ Has student had home instruction in past 12 months _____

Reason for Homebound Instruction:

1. Date to Begin Homebound: _____ Expected Date of Return to School _____

1. Medical: Student's physician must complete this section:

1. Due to illness/injury, the above student is unable to attend his/her regular school setting for a period of at least 15 days. _____ YES _____ NO
2. Diagnosis: _____ Date of last exam _____
3. Treatment Plan: _____
4. General Comments: (Add additional information on backside or attached page) _____

Physician's Signature _____

Print or Type Name _____

By signing this form, the physician indicates that homebound placement is appropriate for this student.

2. Non-Medical: Student is being placed on homebound instruction for reasons other than medical

1. Reason for Homebound _____
2. Principal's Signature: _____ Date: _____

Teacher Information

Classroom Teacher(s) Name _____
_____ Curriculum/materials will be provided by current teacher(s).
_____ Homebound teacher(s) should select appropriate curriculum

COMMENTS: _____

District Administration Authorization:

Homebound instruction services of 5 hours per week are authorized from (date) _____ to _____

Homebound instructor(s) name(s): _____

Place of Instruction _____

Principal's Signature: _____ Date: _____

**Please Return Form to: Curriculum Director
Administrative Services Building, ISD 318, 820 NW 1st Ave, Grand Rapids, MN 55744 (218-327-5706)**

Curriculum Director's Signature: _____ Date: _____