

EAST STROUDSBURG AREA SCHOOL DISTRICT

SECTION: PROGRAMS

TITLE: HOMEBOUND INSTRUCTION

ADOPTED: August 19, 2002

REVISED: July 21, 2008

117. HOMEBOUND INSTRUCTION	
1. Purpose	<p>It is the policy of the Board to provide eligible students who are enrolled in schools of the school district with educational instruction in the home and/or other appropriate locale when applicable circumstances warrant such instruction.</p> <p>A homebound excuse is to be provided on a limited basis when it is impossible for a student to attend any type of educational programming outside the home. If the student's in-school program can be modified to accommodate his/her needs, then homebound is not appropriate.</p> <p>Homebound excuses may not be used as a way to avoid compulsory school attendance and must be based on a doctor's recommendation. The ESASD may require parental consent to verify a homebound recommendation with a recommending physician.</p> <p>The principal of the building at which the student would normally attend shall determine, with the assistance of his/her professional staff, the educational benefits which should result from homebound instruction.</p>
2. Authority SC 1329 Title 22 Sec. 11.25	<p>The Board shall provide, pursuant to regulations of the State Board of Education, instruction to students confined to home or hospital for physical disability, illness or injury; or when such confinement is recommended for psychological or psychiatric, or disciplinary reasons <u>subject to the eligibility guidelines set herein</u>. Such instruction shall be called homebound instruction. <u>The initial period of homebound instruction for an individual shall not exceed three (3) months.</u></p> <p>A homebound instruction teacher (homebound instructor) shall be governed by the same certification regulations as all other teachers. When regularly employed professional staff cannot be assigned to homebound instruction, persons on the substitute roster holding appropriate certification may be used. In addition, when no certified person is available, an Emergency Certificate may be issued to qualify a person to teach homebound students. Emergency Certificates, both state and locally issued types, may be issued with multiple subject endorsement areas to broaden the assignment potential.</p>

<p>3. Delegation of Responsibility</p>	<p>The Board delegates to the Superintendent the right to withhold homebound instruction when the instructor's presence in the place of the student's confinement presents a hazard to the health and/or safety of the teacher, when a parent or other adult in authority is not at home with the student during the hours of instruction, and/or when the condition of the student is such as to preclude his/her benefit from such instruction.</p> <p>Applications for homebound instruction due to illness, injury and/or disability shall be reviewed<u>approved</u> by <u>both the Assistant Superintendent for Pupil Services and</u> the Superintendent and shall include:</p> <ol style="list-style-type: none"> 1. A written request by the student's parent(s)/guardian(s). 2. A written, signed request for homebound instruction from the student's certified physician, certified psychiatrist and/or certified psychologist certifying the nature of the illness or disability, the necessity of homebound instruction and the expected duration of such instruction. 3. Signed approval by the respective school principal and, if appropriate, other applicable supervisors. <p>Applications for homebound instruction for disciplinary reasons shall be reviewed<u>approved</u> by the Superintendent and shall include:</p> <ol style="list-style-type: none"> 1. A statement regarding the basis for the disciplinary action. 2. A statement regarding the probable duration of the confinement. 3. A request initiated by the school principal. 4. Signed approval of the student's parent(s)/guardian(s). <p>An application will not be processed until all application requirements are satisfied. The date the application process begins is based on the date that a complete application is received by the <u>Assistant Superintendent for</u>Director of Pupil Services. Such application must include all necessary supporting documentation. Properly completed applications for homebound instruction, once received by the Office of<u>Assistant Superintendent for</u> Pupil Services, shall be reviewed and a decision made within five (5) school days.</p>
<p>4. Guidelines</p> <p>SC 1329, Title 22 Sec. 11.25</p>	<p><u>Eligibility</u></p> <p>A homebound excuse or homebound instruction is a “temporary excusal from school for urgent medical or other reasons,” made pursuant to School Code Section 13-1329</p>

<p>Pol. 204</p>	<p>and Pennsylvania Code Title 22 Section 11.25.</p> <p>To be eligible for homebound instruction, the school district requires that the district-enrolled student meet the following criteria:</p> <ol style="list-style-type: none"> 1. The student must be projected to be absent from schooling, as per the submittal of appropriate documentation, a minimum of ten (10) consecutive school days, unless extenuating circumstances warrant otherwise. 2. Applications for homebound instruction must include a copy of a request for such services by the certified physician, certified psychiatrist and/or certified psychologist, who is/are treating the student, certifying the nature of the illness or disability and the probable duration of the confinement. <u>In addition, 2.—the district shall require that applications for homebound instruction be completed by a licensed psychiatrist and/or certified psychologist when listing emotional and/or mental illness as the underlying disability.</u> <p>The Board and/or Superintendent may approve exceptions as deemed advisable and in the best interests of the student and/or school district.</p> <p>The parent(s)/guardian(s) shall petition the school principal for homebound instruction using the appropriate form.</p> <p>Parents/guardians and students are advised that the granting and continuance of homebound instruction are subject to the following conditions:</p> <ol style="list-style-type: none"> 1. The school district reserves the right to seek a second opinion by a certified physician, certified psychiatrist and/or certified psychologist of the school district's choice, at school district expense if it so chooses. 2. In the event that the school district seeks a second opinion to verify the necessity for homebound instruction and the second opinion is contrary to that of the family's certified physician, certified psychiatrist and/or certified psychologist, the administration will be authorized to honor the opinion of the school district physician, psychiatrist and/or psychologist and the child will be requested to return to school. Once the student has been denied any further homebound instruction, s/he will become subject to mandatory school attendance regulations. 3. The school district shall require a reassessment of the student's condition <u>from an appropriately licensed professional</u> after a maximum of three (3) months have passed since homebound instruction was initiated. <u>and, if applicable, in subsequent three (3) month maximum increments. Following the initial three month, the district must request an extension from the Pennsylvania Department of Education in order to allow a student to be excused from school attendance and to provide homebound instruction for a longer period of time.</u>
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4. Any breach of the conditions set forth in this policy, in part or in whole, may result in the withdrawal of approval of homebound instruction.

Pregnancy or being a parent does not, in itself, necessitate that a student receives homebound instruction. A pregnant or parenting student may, however, receive homebound instruction if there are complications during and/or after the pregnancy and/or the delivery that are certified by a medical physician as jeopardizing the health of the mother and/or child if she were required to attend school.

Program

All students approved for homebound instruction must be available for instruction on a daily basis or as otherwise outlined in the application or as subsequently modified. In the event any student is absent or not available, it will be the duty of the homebound instructor to report such absence along with the reason, if known, to the respective school principal. It will then be the duty of the school principal to proceed in accordance with child attendance laws.

The homebound assignments and the homebound instructor assigned shall be at the school district's choice and discretion.

Students, on an as-needed basis, shall receive one (1) hour of homebound instruction time for each day of absence. The program of homebound instruction provided each student shall normally not exceed five (5) hours per week.

Each hour of homebound instruction provided is to be supported by one (1) to three (3) hours of independent study by the student, depending on grade level.

The following guidelines regarding the provision of the homebound instruction program are to be followed:

1. All homebound students are responsible for the completion of academic work as assigned by the instructor on a weekly basis, with the amount of homebound instruction provided to be determined taking into consideration the needs, physical and mental health of the student, and appropriate laws and regulations.
2. The homebound student must make reasonable effort to keep current with assignments and schoolwork in a timely fashion. The homebound instructor will administer appropriate tests and quizzes.
3. A lack of independent work on the part of the student and/or a lack of completion of assignments may result in the loss of credit or failure of the course and/or grade in the area(s) of assignment(s).

4. If, due to the nature of course content, it is not possible for the homebound instructor to deliver or teach the course components, the student may be required to reschedule such a course(s) during the next available semester.
5. The parent(s)/guardian(s) will be required to provide the student and homebound instructor with an educational learning environment within the home conducive to conducting the assigned coursework.

The school district may utilize independent student courses offered electronically over the Internet and/or other correspondence/electronic courses, as approved by the Superintendent, to provide homebound instruction in cases where such a manner of instruction is deemed to be warranted upon review of each individual case by the school principal.

A student on homebound instruction will not be permitted to visit school district property, except for educational purposes as previously approved in writing by the school principal.

A student granted homebound instruction shall not be eligible to participate in co-curricular and/or extra-curricular activities sponsored by the school district during the period of such instruction.