



SECTION: PROGRAMS

POLICY: 117

**TITLE: HOMEBOUND
INSTRUCTION**

ORIGIINAL: May 23, 2011

CURRENT REVISION: December 7,
2020

**LAST REVIEWED BY THE
COMMITTEE:**

I. PURPOSE

- A. The District shall provide, pursuant to state law and regulations, individual instruction to students confined to home or hospital for temporary physical disability, illness, or injury; urgent reasons; or when such confinement is recommended for psychological or psychiatric reasons.
- B. Homebound instruction is a temporary instructional program and should not be considered as a replacement for attendance and instruction in the regular school setting. The period of homebound instruction for an individual shall not exceed three (3) months. The term “urgent reasons” shall be strictly construed and does not permit irregular attendance.

II. DEFINITIONS

None.

III. POLICY

- A. The District shall provide homebound instruction only for those confinements expected to last at least ten (10) consecutive school days. The Superintendent may make exceptions to this requirement for good cause.
- B. The program of homebound instruction provided to each student shall be in accordance with the standards established by the state.
- C. The District reserves the right to withhold homebound instruction when:
 - a. The instructor's presence in the place of a student's confinement presents a hazard to the health of the teacher.
 - b. A parent/guardian or other adult in authority is not present with the student during the hours of instruction.
 - c. The condition of the student precludes any benefit from such instruction.
 - d. The number of cancellations of instruction by the students precludes his/her benefit from homebound instruction, as determined by the Superintendent or designee.
- D. Homebound instruction is not intended to take the place of a regular or special education program obtained through regular school attendance and is not an educational placement. The purpose of homebound instruction is to maintain current skill levels and prevent regression, if possible, until the student can return to school.

- E. The student must be enrolled as a District student at the time of the injury or illness. The District reserves the right to deny a request to provide homebound instruction to a student confined to a facility that is located more than ten (10) miles outside the instruction boundaries of the District.
- F. The program of homebound instruction for each student normally shall not exceed five (5) hours per week for a period of ninety (90) calendar days. Additional duration of homebound instruction may be granted upon approval from the District.
- G. Students who are receiving homebound instruction are to remain or be placed on the rolls and counted in the membership of the school and grade to which they are assigned. They are also to be counted “present” one (1) day for each hour of homebound instruction received, up to 5 hours per week. Days not counted as “present” will be considered excused absences.

Application Procedure for Homebound Instruction

- A. An application for homebound instruction must include a written, signed request for the homebound instruction from the student’s certified physician or certified psychiatrist, documenting the diagnosis, prognosis, and estimated length of time that the student must remain at home.
- B. The District will not process an application until all application requirements are satisfied. Applications must include all necessary supporting documentation. Following receipt of a properly completed application for homebound instruction, the Office of Student Services shall review the application and render a decision within ten (10) school days. Absences incurred prior to the date that the District receives the completed application will not count towards approved homebound instruction.

Terms and Conditions

- A. The following terms and conditions apply to homebound instruction:
 - a. The District shall determine in its sole discretion whether homebound instruction will be provided and who will serve as the instructor for the student.
 - b. The District reserves the right to seek a second medical opinion by a licensed physician of the District’s choice, at District expense, if it so chooses. In the event that the District seeks a second opinion to verify the necessity for homebound instruction, and the second opinion is contrary to that of the student’s physician, certified psychiatrist and/or certified psychologist, the District will be authorized to honor the opinion of the physician or psychiatrist who provided the second opinion and require that the student return to school. Once the student has been denied any further homebound instruction, s/he will become subject to mandatory school attendance regulations.
 - c. The District reserves the right to contact the student’s physician, psychiatrist, or psychologist for verification and/or clarification of the information contained in the medical statement submitted by the student. The student and/or his/her parent/guardian may be requested to provide authorization to the physician, psychiatrist, or psychologist to release, either orally or in writing, to District administration all medical information necessary to evaluate the request for homebound instruction.
 - d. The District shall require a reassessment of the student’s condition after a maximum of three (3) months have passed since homebound instruction was initiated and, if applicable, in subsequent three (3) month maximum increments.
 - e. Health impairments must cause the student to be absent from school for more than ten (10) consecutive school days. The need for such absence must be certified as follows:

- i. Physical impairment – the written opinion of a licensed physician must document the application.
 - ii. Emotional or mental impairment – a licensed psychiatrist or psychologist must document the application.
- f. The student must be absent from school on a full-time basis and shall not be permitted to participate in any extra-curricular, co-curricular, or after school activities or events while receiving homebound instruction. Permission for exceptions must be approved by the Superintendent and are subject to the Superintendent’s sole discretion.
- g. Any continued participation by the student in social and/or recreational activities in the community will be considered in determining whether the student’s health impairment precludes school attendance.
- h. Homebound instruction may begin as soon as the appropriate approvals have been obtained. Homebound instruction may begin the first day of absence when the statement from the physician indicates the period of illness shall exceed ten (10) school days.
- i. Homebound instruction may be unavailable or its commencement delayed if the District is unable to hire or has difficulty locating qualified applicants for homebound instructor positions.
- j. 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.
- k. The homebound student must make a reasonable effort to keep current with assignments and schoolwork in a timely fashion. The homebound instructor will administer appropriate tests and quizzes.
- l. 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).
- m. 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.
- n. 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.
- o. The 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 method instruction is warranted.
- p. Homebound students are responsible for the completion of coursework as prescribed by the regular subject/classroom teacher. Thus, a student may be required to attend summer school in order to complete all course work by the end of the scheduled summer school session, or the student must repeat the course during the next school year in order to receive graduation credit for the course.
- q. The scheduling of homebound instruction shall be at the mutual convenience of the parent/guardian and the instructor, and the district shall not provide makeup sessions when the student or the parent/guardian is unavailable for a scheduled session of instruction.

- r. A responsible adult caretaker must remain in the home for the entire time that a homebound instructor is in the home.
- s. Students receiving homebound instruction are required to participate in state mandated testing, subject to guidelines set forth by the state.
- t. Any violation of this policy, in part or in whole, may result in the withdrawal of approval for homebound instruction.

IV. DELEGATION OF AUTHORITY

- A. An application for homebound instruction shall:
 - a. Certify the nature of the illness or disability,
 - b. State the probable duration of the confinement, and
 - c. Describe why homebound instruction is required.
- B. The Superintendent may grant recommended requests for homebound instruction and shall report each to the Board at its next regular meeting.
- C. The Superintendent shall develop procedures to safeguard the privacy of each child placed on homebound instruction.
- D. The Superintendent or designee may request approval from the Department of Education to extend the period of homebound instruction for an individual, which shall be reevaluated every three (3) months.

V. REFERENCES

24 P.S. 1329
22 PA Code 11.25