

PROCEDURES FOR HOME INSTRUCTION 6172.3-R

The Meriden Public Schools will utilize the following procedures in considering requests for home instruction:

1. Parents must file, with the Superintendent of Schools, a State Department of Education Notice of Intent form which outlines basic information about the program to be provided to their child. A Notice of Intent will be effective for up to one school year. (see HG3-E)
2. Filing must occur within ten days of the start of the home instruction program.
3. When the school district receives the Notice of Intent, it will be checked for completeness and kept as part of the district's permanent records. A complete form provides basic program information including name of teacher, subjects to be taught, days of instruction, and the teacher's method of assessment.
4. A parent, by filing a Notice of Intent, acknowledges full responsibility for the education of their child in accordance with the requirements of state law. Receipt of a Notice of Intent in no way constitutes approval by the school district of the content or effectiveness of a program of home instruction.
5. If a parent fails to file a Notice of Intent or files an incomplete form, a certified letter shall be sent to the parent requesting compliance within ten days.
6. An annual portfolio review will be held with the parents and school officials to determine if instruction in the required courses has been given.
7. Any continued refusal by the parent to comply with the reasonable request of the school district for completion and filing of the Notice of Intent or to participate in an annual portfolio review may cause the child to be considered truant.
8. The school district shall not accept nor require a Notice of Intent for any child younger than seven years or older than sixteen years of age.
9. The school district shall provide a copy of the completed Notice of Intent signed by the Superintendent to the Bureau of Curriculum and Professional Development of the State Department of Education.

Approved 8/20/1991

Previous Policy Number: HG3-R