

## **Haverhill Public Schools Home Education Policy**

The Haverhill School Committee recognizes and respects the right of parents or guardians to educate their child(ren) at home. The School Committee appreciates the personal and cultural uniqueness of each family and desires to ensure that the process by which school officials approve and review home education programs is both lawful and equitable. Therefore, the School Committee establishes this home education policy.

Parent(s) or guardian(s) planning to undertake a home education program for their child(ren) between their sixth and sixteenth birthday shall inform the Superintendent by completing and submitting the *Notice of Intent to Pursue a Program of Home Education* form prior to commencing a home education program.

Home education programs will be considered in an equitable, objective, and timely manner. Factors that may be considered by the Superintendent in deciding whether or not to approve a home educational proposal are:

- The academic background, life experience and/or qualifications of those who will be instructing the child(ren), as they relate to the educational program. This information will not be used to deny any application.
- An overview of the educational program that is to include subjects and instructional materials. In order to meet the specific educational needs of their child(ren), parent(s) or guardian(s) may adjust the material to achieve the goals of the educational program without further notification to the Superintendent's office.
- A statement concerning instructional hours that will be followed.

Following completion of each school year, parent(s) or guardian(s) shall submit assessment documentation to the Superintendent (usually between June and September) and notify the Superintendent if the home education program is to continue the next year. Assessment methods corresponding to the type of educational program being followed may include one or more of the following:

- Daily logs, journals, progress report, portfolios, or dated work samples
- An independent report made by someone acceptable to both the Superintendent and parent(s) or guardian(s)
- Standardized test results
- Consultations with the Superintendent or appropriate school principal
- Any other method agreed to by both the Superintendent and home educator(s)

A student being educated in a home-based program within the District shall be allowed to participate in activities of an extra-curricular nature with the approval of the responsible school principal. Arrangements for such participation are to be in accordance with continue generally accepted local and state policies governing such programs i.e., athletics, M.I.A.A. regulations, etc.

## **Beginning a Home Education Program During the School Year**

Should the process of initiating a home education program occur during the school year, the parent(s) or guardian(s) shall inform the Superintendent as soon as possible before the student is removed from school. The parent(s) or guardian(s) should then complete and submit to the Superintendent the *Notice of Intent to Pursue a Program of Home Education* form in accordance with Massachusetts Annotated Laws ch. 76, § 1.

## **Approval Confirmation**

The School Committee meets monthly. Notices confirming approval of home education programs (initial and continuing) will be sent out as soon as possible. When questions concerning a home education program are not resolved via phone or e-mail contact, a parent/administrative meeting may be scheduled.

## HAVERHILL PUBLIC SCHOOLS

### Notice of Intent to Pursue a Program of Home Education: Academic Year \_\_\_\_\_

**Instructions:** Please complete this form, attach any additional information and forward it to the Superintendent of Schools, Haverhill Public Schools, 4 Summer Street, Haverhill, MA 01830 prior to the starting date of the home education program (preferably by August 1). If this process is initiated during the school year, parents or guardians shall notify the Superintendent as soon as possible before the student is removed from school, then complete and submit this form and documentation.

A.

Parent/Guardian Name			
Address			
Phone (days)			
Student Name(s)		D.O.B.	Grade
		D.O.B.	Grade
		D.O.B.	Grade
		D.O.B.	Grade

### B. On a separate sheet, describe the following:

- The instructional program, including subjects and instructional aids to be used,
- The academic background, life experience and/or qualifications of those who will be instructing the child(ren), as they relate to the educational program.

### C. Check the method of assessment to be used:

- Daily logs, journals, progress reports, portfolios, or dated work samples
- An independent report made by someone acceptable to both the Superintendent and parent(s) or guardian(s)
- Standardized test results
- Consultation with the Superintendent or appropriate school principal
- Any other method agreed to by both the Superintendent and home educator(s)

(continued)

**Haverhill Public Schools  
Notice of Intent to Pursue a Program of Home Education**

**Signature below confirms the intent to provide a minimum of 900-990 hours of instruction.**

\_\_\_\_\_  
Signature of Parent or Guardian

\_\_\_\_\_  
Date Submitted

**The signature of the school official indicates final approval of this plan.**

\_\_\_\_\_  
Elizabeth Kitsos  
Chief Academic Officer - Secondary

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Darshan Thakkar  
Chief Academic Officer - Elementary

\_\_\_\_\_  
Date

For more information, contact:      Haverhill Public Schools  
4 Summer Street  
Haverhill, MA 01830

Failure of a home educator to abide in good faith by the procedures outlined above may result in the School Committee taking action under Massachusetts General Law Chapter 76, sections 2 and/or 4, upon the recommendation of the Superintendent. CRA (Child Requiring Assistance) proceedings pursuant to Massachusetts General Law Chapter 119, Section 21, will NOT be invoked for any child pursuing a home education program.

REF: M.G.L. Chapter 76, Sections 1,2 and 4

*Drafted 10/99; Revised 1/19*