

Lodi Unified School District  
1305 E. Vine Street  
Lodi, CA 95240  
(209) 331-7055 or (209) 953-8070  
Fax (209) 331-7031

**APPLICATION FOR HOME INSTRUCTION**  
**(Maximum of 5 Hours Per Full School Week)**

**PARENT'S SECTION**  
**(MUST BE FILLED OUT COMPLETELY BEFORE APPLICATION CAN BE PROCESSED)**

Student's Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ ZIP \_\_\_\_\_

Home Phone \_\_\_\_\_ Work Phone (mother) \_\_\_\_\_ Work Phone (father) \_\_\_\_\_

Student's School \_\_\_\_\_ Grade \_\_\_\_\_ Track \_\_\_\_\_ Last Day Attended \_\_\_\_\_

Is Student Receiving Special Education Services ? \_\_\_\_\_ If Yes, What Services ? \_\_\_\_\_

Student's Teacher (K-6 only) \_\_\_\_\_ Student's Counselor (7-12 only) \_\_\_\_\_

Reason(s) for Requesting Home Instruction \_\_\_\_\_

Name of Parent(s) \_\_\_\_\_

Signature of Parent \_\_\_\_\_ Date \_\_\_\_\_

**(Parent's Signature Authorizes the Doctor to Release Information to this Office)**

**PHYSICIAN'S SECTION**  
**(Must Be Filled Out Completely By Doctor Before Application Can Be Processed)**

**DESCRIBE THE DISABLING MEDICAL CONDITION THAT PREVENTS THE STUDENT IDENTIFIED ABOVE FROM ATTENDING SCHOOL DAILY**

\_\_\_\_\_

If placed on home instruction, are there any limits to hours spent on instruction or homework? **YES (circle one) NO**

If **Y E S**, please describe limits: \_\_\_\_\_

**What date will this student be able to return to school?** \_\_\_\_\_

**If the return date is unknown, will the return date be a minimum of 2 weeks from the date you sign this form?** **YES (circle one) NO**

Name of Physician \_\_\_\_\_ Phone Number \_\_\_\_\_ ( \_\_\_\_\_ ) \_\_\_\_\_

Signature of Physician \_\_\_\_\_ Date \_\_\_\_\_

**CWA OFFICE USE ONLY**

Home Instruction Starting Date \_\_\_\_\_

Home Instruction Ending Date \_\_\_\_\_

Signature of CWA Official \_\_\_\_\_ Date \_\_\_\_\_

Copies sent to: Parents  
Home Instructor  
Counselor  
School Nurse  
Attendance Office

Revised 3-2001

# LODI UNIFIED SCHOOL DISTRICT

## Home and Hospital Instruction

## Policy 6183

Lodi Unified School District shall provide home and hospital instruction at the appropriate grade level for pupils who are unable to attend class at a school site for at least ten (10) school days because of a physical handicap, physical injury, physical illness or mental illness. Home or hospital instruction shall be provided only when a student is expected to be out of school for longer than ten (10) consecutive school days.

The need and eligibility for home and hospital instruction shall be determined by either a physician or chiropractor or an Individualized Education Program (IEP) Team.

As much as practical, the pupil shall receive instruction similar to that which would have been received at a school site.

The District shall notify parents annually that (1) individual instruction is available for temporarily disabled students and (2) when a student becomes temporarily disabled, it is the parent/guardian's responsibility to notify the District in which the student is receiving care.

The Superintendent or his designee shall implement and oversee this program.

## Rule 6183

If it is expected that a pupil will be absent ten (10) consecutive school days or longer, the parent/guardian should be encouraged to immediately have a physician complete the authorization for home instruction. Pupils who have been identified as individuals with exceptional needs can also be placed on home instruction by an Individualized Education Program (IEP) Team.

In grades K-6, the home instructor will meet with the site teacher to coordinate the instruction. In grades 7-12, the home instructor will meet with each subject teacher, if possible, or arrange lesson plans through the student's counselor.

When the pupil is placed on home instruction, the pupil must remain on all class registers or class lists.

Generally only courses that are textbook oriented are considered for home instruction. For classes that are not textbook oriented (shop, drama, band, etc.), other activities such as book reports on the subject matter, studying safety instructions, studying shop manuals, etc., should be explored by the site teacher and home instructor for short term absences.

The home instructor will provide the grade earned. The site teacher must average that grade into the other grades. If the absence is a lengthy one, the site teacher may have to use the grade as a final one. For pupils enrolled in physical education, the pupil will be given a "Pass" grade for the time spent on home instruction.

A student returning to school from home instruction shall have a reasonable time in which to complete makeup work for classes not offered under the home instruction program.

Revised: 12/8/98