

## HOMEBOUND INSTRUCTION

Homebound instruction will be provided to:

1. Any student with a medical condition whom district personnel have determined would benefit from homebound instruction. Such determination will be made in consultation with the student's medical provider.
  - a. The student's licensed physician, physician's assistant, nurse practitioner, psychiatrist, or psychologist must authorize the homebound instruction.
  - b. An exchange of information release form for the requesting medical provider who is authorizing homebound instruction, which has been signed by the family/guardian (or student who is at least 18 years of age), must accompany the request.
2. Any student whose educational needs, as determined by district staff, are most appropriately and effectively met through homebound instruction; or
3. Any student with disabilities for whom the individualized education program (IEP) team or Section 504 of the Rehabilitation Act of 1973 (Section 504) team determines that homebound placement is appropriate.

### *Special Education Students*

Placement decisions, including homebound placement, for students receiving services pursuant to the Individuals with Disabilities Education Act (IDEA) or Section 504, will be made by the student's IEP or 504 team. The content and method of instruction, as well as the plan to transition the student back to onsite services, if appropriate, will also be in accordance with the student's IEP or 504 plan. Other than placement and instructional decisions covered by an IEP or 504 plan, provision of homebound services will utilize the same procedures as for students without disabilities.

### *Students without Disabilities*

The school administrator or designee, in conjunction with SSD Homebound Department staff, will determine the necessary services after consultation with appropriate professional staff or medical professionals. All instruction must be meaningful and provided in a manner that allows the student to continue to progress in the public school curriculum. The school administrator or designee will consult the student's family/guardian to develop a plan to transition the student back to onsite school services.

### *Procedures for Provision of Homebound Instruction*

1. Requests for homebound services will be made to the Homebound Department. If the request is based on a medical need, documentation from a medical provider and a signed release is required to assign the student to an instructor.
2. The administrator or designee will consult with teachers, counselors, nurses, and other appropriate staff, as well as the student's family/guardians, regarding the request. If, after consultation, the administrator or designee determines that the student meets the criteria for homebound instruction as outlined in board policy, the administrator will recommend

- that homebound instruction be provided.
3. The application for homebound instruction must be approved by the superintendent or designee.
  4. The Homebound Department will provide the services of a certified instructor or instructors.
  5. Homebound services will be provided to students at locations within the SSD partner districts' boundaries. They are not to be provided in any public location, private or non-public schools, or residential settings, unless approved by the superintendent or designee.
  6. For a student receiving instruction in the home, a parent, guardian, or responsible adult must be present during the period of homebound instruction regardless of the student's age. A responsible adult is a person who is at least 21 years of age and has authorization from the family/guardians to make educational and medical treatment decisions for the student during the period of homebound instruction.
  7. For a student who is receiving homebound instruction and has documented issues related to discipline, behavior, or safety, the homebound instruction will not be offered in the home. This includes student applications related to medical need, where behavior/safety issues are a concern. The decision about when services must be provided in a suitable place in the community and/or whether a family member, guardian, or responsible adult is required to be present during the period of instruction in the community location, will be made by district personnel, based on the instructional needs of the student and the safety needs of the student and staff.
  8. For students who are medically eligible for homebound for reasons related to mental health, the homebound services will be limited to no more than 9 weeks. If services are required past this point, approval from the school is required. In addition, a written plan for transitioning the student back to onsite school services must be completed by school personnel and provided to the medical service provider who reviews the transition plan to determine if additional homebound services are required. If so, the medical service provider must provide a signed and dated recommendation for continuation of homebound services.
  9. For students who are medically eligible for homebound for reasons related to pregnancy/childbirth, homebound services will be limited to no more than 6 weeks for natural delivery and 8 weeks for c-section. If services need to continue past this point due to the health needs of the mother, approval from the school is required. In addition, a written plan for transitioning the student back to onsite school services must be completed by school personnel and provided to the medical service provider who reviews the transition plan to determine if additional homebound services are required. If so, the medical service provider must provide a signed and dated recommendation for continuation of homebound.
  10. The district's homebound instructor will consult with the student's family/guardians to determine the best time for instruction to occur.
  11. Homebound instructors will keep a record of instructional time spent with the student and submit the record to the Homebound Department.
  12. The district will not provide "make up" services due to student absenteeism from or student unavailability for scheduled homebound sessions.
  13. The homebound student will be counted for attendance in the school district that pays for homebound services where onsite attendance would have been in accordance with rules adopted by the Department of Elementary and Secondary Education (DESE). Direct

instruction provided through video conferencing or phone contacts between a teacher and a student will be reported as direct student attendance.

14. The student must be enrolled in their home district with a teacher(s) of record assigned. Curriculum materials will be provided by the teacher of record from the school the student attends. If the school and the family have agreed for the student to access the curriculum electronically, the district will work with the family to ensure they have equipment and internet access (i.e. laptop and/or hotspot) to connect to whatever the school or IEP team determines is appropriate instructional material for the student. The grades and credit will be awarded by the student's district in consultation with the teacher of record using input from the homebound instructor(s).
15. Students receiving homebound instruction will participate in appropriate state assessments. The homebound instructor may collaborate with the student's home district staff to assist with the completion of the assessments, if required.

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Dr. Elizabeth Keenan

Superintendent of Schools