

No. 137

SECTION: PROGRAMS

# CATASAUQUA AREA SCHOOL DISTRICT

TITLE: HOME EDUCATION  
PROGRAMS

ADOPTED: November 8, 1999

REVISED: November 10, 2005

REVIEWED: November 10, 2005

REVISED: June 13, 2023

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**Affidavit of the Supervisor of a Home Education Program  
Elementary Age Student (Kindergarten through Grade 6)  
Secondary Age Student (Grade 7 through Grade 12)**

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**1. Purpose**

School Code §§ 1327(d), 1327.1

The Pennsylvania School Code provides that compulsory school attendance requirements may be satisfied by instruction to children of compulsory school age provided in an appropriate home education program. This policy sets forth the duties and procedures of the School District with respect to home education programs of students residing in this school district. (Note: a home education program involves instruction provided by a parent/guardian/legal custodian, rather than a public or private school or tutor. The term does not include situations where School District personnel provide homebound instruction to students unable to attend school.)

**2. Definitions**

When used in this policy, whether with or without initial capital letters, the terms described in this Part 2 shall have the following meanings:

School Code § 1327.1(a)

A. *Home Education Program* — a program of instruction conducted in compliance with School Code § 1327.1 and this Policy, by the parent or guardian or such person having legal custody of the child or children in the program who reside in the School District.

School Code § 1327.1(a), (m)

B. *Supervisor* — the parent or guardian or such person having legal custody of the child or children in a Home Education Program who proposes the program and is responsible for the provision of instruction in the program. A Supervisor must have a high school diploma or its equivalent, and may not have been the supervisor or spouse of the supervisor of a home education program for any such children, wherever located, which has been determined to be out of compliance with the requirements of School Code §§ 1327 and 1327.1 within the past twelve (12) months.

School Code § 1327.1(a)

C. *Appropriate Education* — a program consisting of instruction in the Required Subjects for the Required Amount of Instruction and in which the student demonstrates sustained progress in the overall program.

D. *Required Subjects* —

School Code § 1327.1(c)(1)

1. At the elementary school level (kindergarten through grade 6), the following courses shall be taught in a Home Education Program: English, to include spelling, reading, and writing; arithmetic; science; geography, history of the United States and Pennsylvania; civics; safety education, including regular and continuous instruction in the dangers

and prevention of fires; health and physiology; physical education; music; and art.

School Code § 1327.1(c)(2)

2. At the secondary school level (grade 7 through \grade 12), the following courses shall be taught in a Home Education Program: English, to include language, literature, speech and composition; science; geography; social studies, to include civics, world history, history of the United States and Pennsylvania; mathematics, to include general mathematics, algebra and geometry; art; music; physical education; health; and safety education, including regular and continuous instruction in the dangers and prevention of fires. Such courses of study may also include, at the discretion of the Supervisor, economics; biology; chemistry; foreign languages; trigonometry; or other age-appropriate courses as contained in 22 Pa. Code Chapter 4 (Academic Standards and Assessment).

School Code § 1327.1(c)

- E. *Required Amount of Instruction* — a minimum of one hundred eighty (180) days of instruction per year, or a minimum of nine hundred (900) hours of instruction per year at the elementary level (kindergarten through grade 6) or nine hundred ninety (990) hours of instruction per year at the secondary level (grade 7 through grade 12).

School Code §§ 1327(d), 1327.1; 42 Pa. Cons. Stat. §§ 6202, 6204, 6206; 18 Pa. Cons. Stat. § 4904

- F. *Affidavit* — a statement in writing of facts, signed by the person making it, that either (1) is sworn to or affirmed before a notary public and officially certified to under seal of office, or (2) is unsworn and contains a statement that it is made under penalty of perjury under the law of the Commonwealth of Pennsylvania.
- G. *School Code* — the Pennsylvania Public School Code of 1949, as amended, 24 Pa. Stat. Ann. § 1-101 *et seq.*

Basic Education Circular 24 P.S. § 13-1327.1

- H. *Approved Standardized Tests* — each of the following:
  1. California Achievement Test
  2. Comprehensive Testing Program (CTPIV)
  3. Iowa Test of Basic Skills
  4. Measure of Academic Progress
  5. Metropolitan Achievement Test
  6. Peabody Achievement Individual Test – Revised Version
  7. Stanford Achievement Test
  8. Terra Nova
  9. Woodcock-Johnson Revised Tests of Achievement III
  10. Woodcock-Johnson IV
  11. Wechsler Individual Achievement Test III (WIAT-III)

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School Code § 1327.1(f.1)(1), (2)

I. *Extracurricular Activity* — any activity of the School District that is subject to the provisions of Section 511 of the School Code, including, but not limited to, clubs, musical ensembles, athletics, and theatrical productions. In particular, the School District’s program of interscholastic athletics, including varsity sports, shall be considered an “Extracurricular Activity” and shall include all activities related to competitive sports contests, games, events, or exhibitions involving individual students or teams of students whenever such activities occur between schools within the School District or with schools outside the School District.

School Code § 1327.1(f.2)(1)

J. *Cocurricular Activity* — any Extracurricular Activity that merges extracurricular activities with a required academic course of the School District, such as, without limitation, an extracurricular musical ensemble (e.g., band, orchestra, chorus) which requires participating students to be enrolled concurrently in a specified School District music course, an extracurricular school newspaper which requires participating students to be enrolled concurrently in a specified School District journalism course, and an extracurricular theatrical production which requires participating students to be enrolled concurrently in a specified School District theater arts course.

K. *Established District; New District* — in the situation where the residence of a student in a Home Education Program/program site changes from a location in one school district in Pennsylvania to a location in another school district in Pennsylvania, the first such school district may be referred to as the “Established District” and the second may be referred to as the “New District”.

**3. Guidelines**

A. *Initial and Annual Affidavits*

School Code § 1327.1(b)(1)

The Supervisor of a Home Education Program must file an affidavit with the Superintendent prior to the commencement of the Home Education Program, and annually thereafter on or before August 1. A separate affidavit shall be filed for each student in the program, and shall contain all the information which is set forth in the applicable form provided at the end of this Policy, and all the information which is required to be inserted in or attached to the form as stated in the form. Separate forms are provided for elementary age students (kindergarten through grade 6) and secondary age students (grade 7 through grade 12). Such information includes:

1. the name of the supervisor of the home education program who shall be responsible for the provision of instruction;
2. the name and age of each child who shall participate in the Home Education Program;

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- 3. the address and telephone number of the Home Education Program site;
- 4. that the Required Subjects are offered in the English language, including an outline of proposed education objectives by subject area; and
- 5. evidence that the child has been immunized in accordance with the requirements of Section 1303(a) of the School Code (records or a physician’s letter), or either (a) a certification from a physician stating that the child has a medical contraindication to immunization, pursuant to Section 1303(c) of the School Code, or (b) a letter from the child’s parent or guardian objecting to such immunization on religious grounds pursuant to Section 1303(d) of the School Code;
- 6. evidence that the child has received the health and medical services required for students of the child’s age or grade level under Article XIV of the School Code (records or a physician’s letter), or a letter from the child’s parent or guardian objecting to such services on religious grounds under Section 1419 of the School Code;-
- 7. a statement that the Home Education Program shall comply with the provisions of Section 1327.1 of the School Code, including provision of the Required Amount of Instruction;
- 8. a certification to be signed by the Supervisor which indicates the Supervisor and all adults living in the home and persons having legal custody of a child or children in the Home Education Program have not been convicted of the criminal offenses enumerated in Section 111(e) of the School Code within five years immediately preceding the date of the affidavit;
- 9. if the student has been identified as needing special education services, written notification of the approval of the Home Education Program by an appropriate teacher or psychologist as required under Part 3(B) below.

School Code § 1327(d)

22 Pa. Code § 11.31a

The Home Education Program may commence once the initial affidavit and required supporting documents have been filed. School District approval is not required.

*B. Students with Disabilities*

School Code § 1327(d)

Notwithstanding anything to the contrary in this Policy, every Home Education Program for a student who has been identified pursuant to the Individuals with Disabilities Education Act, 20 U.S.C. § 1400 *et seq.*, as needing special education services, excluding those students identified only as gifted and/or talented, must address the specific needs of the exceptional

student, and must be approved by a teacher with a valid certificate from the Commonwealth of Pennsylvania to teach special education, or a licensed clinical or certified school psychologist.

The Supervisor may request that the School District or the Carbon-Lehigh Intermediate Unit #21 provide services that address the specific needs of the exceptional student in the Home Education Program. When the provision of services is agreed to by both the Supervisor and the School District or intermediate unit, all services shall be provided in the public schools or in a private school licensed to provide such programs and services.

School Code § 1327.1(n)

Nothing in this Policy shall be construed to affect Federal or State law requirements relating to special education for students with disabilities in Home Education Programs.

*C. Portfolio*

School Code § 1327.1(e)(1)

The Supervisor shall provide and maintain on file a portfolio of records and materials for each student in the Home Education Program to demonstrate that Appropriate Education is occurring. The portfolio shall consist of:

1. A log, made contemporaneously with the instruction, which designates by title the reading materials used.
2. Samples of any writings, worksheets, workbooks, or creative materials used or developed by the student.
3. In grades three, five, and eight, the results of either the Statewide tests (PSSAs) administered in these grade levels, or one or more of the Approved Standardized Tests in reading/language arts and mathematics. At the discretion of the Supervisor, the portfolio may also include the results of Approved Standardized Tests for other subject areas or grade levels. The Supervisor shall ensure that the Approved Standardized Tests or the Statewide tests shall not be administered by the student’s parent or guardian. If the Supervisor requests that a student take the Statewide tests, the School District will allow the student to take the test at the school building the student normally would attend, or other accommodations agreed to by the Supervisor and the School District.

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*D. Annual Written Evaluations*

School Code § 1327.1(e)(2)

The Supervisor shall provide and maintain on file an annual written evaluation for each student in the Home Education Program to demonstrate that Appropriate Education is occurring. The evaluation shall evaluate the student’s educational progress, and shall also be based on an interview of the student and a review of the student’s portfolio required under Part 3(C) above.

School Code § 1327.1(h.1)

The evaluator shall conclude with a certification whether or not an Appropriate Education is occurring. The Supervisor must submit an evaluator’s certification stating that an Appropriate Education is occurring for the school year under review to the Superintendent of the School District by June 30 of each year.

School Code § 1327.1(e)(2)

The evaluation shall be conducted and determined by a licensed clinical or school psychologist, a teacher certified by the Commonwealth of Pennsylvania, or a nonpublic school teacher or administrator. In addition:

1. Any such certified teacher shall have experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students.
2. Any such nonpublic teacher or administrator shall have at least two (2) years of teaching experience in a Pennsylvania public or nonpublic school within the last (10) years, and shall have the required experience at the elementary level to evaluate elementary students or at the secondary level to evaluate secondary students.

School Code § 1327.1(e)(1)(i) to (iii)

3. A teacher or administrator who evaluates a portfolio at the elementary level (kindergarten through grade 6) shall have at least two (2) years of experience in grading any of the following subjects: English, to include spelling, reading, and writing; arithmetic; science; geography, history of the United States and Pennsylvania; and civics. The term “grading” shall mean evaluation of classwork, homework, quizzes, classwork-based tests, and prepared tests related to classwork subject matter.
4. A teacher or administrator who evaluates a portfolio at the secondary level (grade 7 through grade 12) shall have at least two (2) years of experience in grading any of the following subjects: English, to include language, literature, speech, reading, and composition; science, to include biology, chemistry, and physics; geography; social studies, to include economics, civics, world history, and history of the United States and Pennsylvania; foreign language; and mathematics, to include general mathematics, algebra, trigonometry, calculus, and geometry. The term “grading” shall mean evaluation of classwork, homework, quizzes, classwork-based tests, and prepared tests related to classwork subject matter.

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School Code §  
1327.1(e)(2)

5. At the request of the Supervisor, persons with other qualifications may conduct the evaluation with the prior consent of the School District Superintendent.
6. In no event shall the evaluator be the Supervisor or his/her spouse.

*E. Curriculum Materials*

School Code §  
1327.1(f)

At the request of the Supervisor, the School District shall lend to the Home Education Program copies of the School District’s planned courses, textbooks, and other curriculum materials appropriate to the student’s age and grade level.

The Supervisor may also request the principal of the school to which the student in the Home Education Program would be assigned if he/she were enrolled full time in the School District to make arrangements for the student to participate in the statewide testing program (PSSAs) and the school health and medical services program under Article XIV of the School Code. The School District and the principal shall not be expected to provide any additional services beyond those required by law for a student in a Home Education Program.

*F. Extracurricular Activities*

School Code §  
1327.1(f.1)

The School District shall permit any student who is enrolled in a Home Education Program to participate in Extracurricular Activities, *provided* that the student:

1. Meets the eligibility criteria or their equivalent for participation in the activity that apply to students enrolled in the School District, including but not limited to requirements for physical examinations and physical fitness, and any height and/or weight restrictions. A student who is enrolled in a Home Education Program is only eligible to participate in Extracurricular Activities available to students who are enrolled at the School District school to which the home education student would be assigned if he/she were enrolled in the School District;
2. Meets the tryout criteria or their equivalent for participation in the activity that apply to students enrolled in the School District. Students enrolled in a Home Education Program shall be given an equal opportunity to compete for positions and participate in Extracurricular Activities as students enrolled in the School District; and



- 3. Complies with and satisfies all applicable policies, rules, and regulations or their equivalent of the School District and any other governing organization of the activity, including but not limited to requirements and directives of School District staff, coaches, and administrators involved with the activity, student conduct and discipline rules to the extent applicable to Extracurricular Activities, attendance and reporting requirements applicable to the activity, and any insurance coverage requirements applicable to students enrolled in the School District.

When the activity requires completion of a physical examination or medical test as a condition of participation and the School District offers such physical examination or medical test to students enrolled in the School District, the School District shall permit a student who is enrolled in a Home Education Program to access such physical examination or medical test. The School District shall publish the dates and times of such physical examination or medical test in a publication of general circulation in the School District and on its publicly accessible Internet website.

When an activity requires satisfaction of school attendance requirements, a student in a Home Education Program shall be considered in attendance if he/she is properly participating in the full, normally-scheduled program of instruction under the Home Education Program as described in the affidavit submitted with respect to the current school year.

Administration shall develop a procedure to ensure that Supervisors and students enrolled in a Home Education Program have access to information regarding available Extracurricular Activities, their eligibility criteria and participation requirements, and application and tryout procedures and timelines. The principal of the school to which a student enrolled in a Home Education Program would be assigned if he/she were enrolled in the School District, or his/her designee, shall receive and review applications for participation and verifications that a student has met and continues to meet all eligibility criteria and requirements applicable to an Extracurricular Activity.

Except as described in the next sentence, the School District shall not provide transportation to students enrolled in a Home Education Program who participate in any Extracurricular Activities. When the School District provides transportation from/to a School District property to/from a competition, game, event, or exhibition at another location in connection with an Extracurricular Activity, and permits or requires students enrolled in the School District to use the School District transportation, students enrolled in a Home Education Program who participate in the Extracurricular Activity shall also be permitted or required (as the case may be) to use the School District transportation.

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This Part 3(F), together with Part 2(I), shall be considered a separate policy of the School District as well as part of Policy #137.

G. *Cocurricular Activities and School District Academic Courses*

The School District shall permit any student who is enrolled in a Home Education Program to participate in Cocurricular Activities, and to participate in School District academic courses, on the same basis as students enrolled full time in the School District, *provided* that:

1. The student meets the eligibility criteria or their equivalent for participation in the Cocurricular Activity or academic course that apply to students enrolled full time in the School District. A student who is enrolled in a Home Education Program is only eligible to participate in Cocurricular Activities and School District academic courses available to students who are enrolled at the School District school to which the home education student would be assigned if he/she were enrolled full time in the School District;
2. The student meets the prerequisite criteria or their equivalent for participation in the Cocurricular Activity or academic course that apply to students enrolled full time in the School District;
3. The student complies with and satisfies all applicable policies, rules, and regulations or their equivalent of the School District, including but not limited to student conduct and discipline rules;
4. At any given time, the total average daily instructional time of the School District academic courses in which a student who is enrolled in a Home Education Program participates may not exceed twenty-five percent (25%) of the school day for students enrolled full time in the School District at the school to which the home education student would be assigned if he/she were enrolled in the School District. For this purpose, the duration of a “school day” is the time between the required starting time and ending time of a school day for full time students;

School Code § 1327.1(f.2)(1)

*Cf.*, 22 Pa. Code § 51.61(c)

School Code § 1327.1(f.2)(4)

5. Where a student who is enrolled in a Home Education Program desires to participate in more than one Cocurricular Activity and/or School District academic course which are regularly scheduled to take place during the same school day, such activities and courses must be able to be taken consecutively (and actually taken consecutively) during the school day *unless* the school or the student’s parent or legal guardian is able to provide adequate supervision for the student between such activities/courses. The School District shall not be required to provide such supervision at any given time unless it is already providing similar

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non-instructional supervision at that time for students enrolled full time in the School District (*e.g.*, a study hall or supervised lunch or recess) and has adequate available capacity for the student enrolled in a Home Education Program; and

School Code § 1327.1(f.4)

6. Notwithstanding anything to the contrary in this Part 3(G), where there are activities or courses which have limited seating or enrollment, full time students enrolled in the School District shall have priority over students enrolled in a Home Education Program.

In the case of Cocurricular Activities, the provisions of Part 3(F) of this Policy applicable to the associated Extracurricular Activity shall also apply.

The principal of the school to which a student enrolled in a Home Education Program would be assigned if he/she were enrolled full time in the School District, or his/her designee, shall receive and review applications for participation in a Cocurricular Activity and School District academic course and verifications that a student has met and continues to meet all eligibility criteria and requirements applicable thereto. The principal or his/her designee shall also establish procedures for submitting such applications, including timelines which are comparable to those which apply to students enrolled full time in the School District, and shall ensure that Supervisors and students enrolled in a Home Education Program have access to those procedures.

School Code § 1327.1(f.2)(2)

The School District shall provide the student’s grade for each Cocurricular Activity and School District academic course in which the student participates to the Supervisor. The Supervisor shall be responsible for maintaining such grades in the student’s portfolio of records.

School Code § 1327.1(f.2)(3)

The parent or legal guardian of the student enrolled in a Home Education Program shall be responsible for transportation of the student to and from school for the selected activities and courses, *except* that the student may utilize School District transportation to or from school during the times that a school bus or other transportation is otherwise already operating and space is available.

This Part 3(G), together with Part 2(J), shall be considered a separate policy of the School District as well as part of Policy #137.

H. *Lehigh Career and Technical Institute*

School Code §  
1327.1(f.3)(1)

The School District shall permit any student who is enrolled in a Home Education Program to participate in the career and technical education program of the Lehigh Career and Technical Institute (which does not include the Academic Center) on the same basis as students enrolled full time in the School District, *provided* that:

1. The student meets the eligibility criteria or their equivalent for participation in the career and technical education program of the Lehigh Career and Technical Institute that apply to students enrolled full time in the School District;
2. The student meets the prerequisite criteria or their equivalent for participation in the career and technical education program of the Lehigh Career and Technical Institute that apply to students enrolled full time in the School District;
3. The student complies with and satisfies all applicable policies, rules, and regulations or their equivalent of the School District and the Lehigh Career and Technical Institute, including but not limited to student conduct and discipline rules;
4. The student’s participation is consistent with the enrollment or seat allocation provisions of the Operating Agreement for the Lehigh Career and Technical Institute among its participating school districts; and
5. Notwithstanding anything to the contrary in this Part 3(H), where there are courses or programs which have limited seating or enrollment, full time students enrolled in the School District shall have priority over students enrolled in a Home Education Program.

School Code §  
1327.1(f.4)

The principal of the school to which a student enrolled in a Home Education Program would be assigned if he/she were enrolled full time in the School District, or his/her designee, shall be responsible for School District activities related to applications for participation in the career and technical education program of the Lehigh Career and Technical Institute and verifications that a student has met and continues to meet all eligibility criteria and requirements applicable thereto. The principal or his/her designee shall ensure that Supervisors and students enrolled in a Home Education Program have access to necessary information about the career and technical education program of the Lehigh Career and Technical Institute.

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School Code §  
1327.1(f.3)(2)

The School District shall insure that the Lehigh Career and Technical Institute provides the student’s grades for its program and courses to the Supervisor. The Supervisor shall be responsible for maintaining such grades in the student’s portfolio of records.

School Code §  
1327.1(f.3)(3)

The student enrolled in a Home Education Program may utilize School District transportation from Catasauqua High School to the Lehigh Career and Technical Institute, and from the Lehigh Career and Technical Institute to Catasauqua High School, in connection with participation in the career and technical education program of the Lehigh Career and Technical Institute. The parent or legal guardian of the student shall be responsible for transportation of the student from home to Catasauqua High School and from Catasauqua High School back to home, *except* that the student may utilize School District transportation to or from Catasauqua High School during the times that a school bus or other transportation is otherwise already operating and space is available.

This Part 3(H) shall be considered a separate policy of the School District as well as part of Policy #137.

*I. Objections to Home Education Program*

1. Annual Written Evaluator’s Certification

School Code §  
1327.1(h.1)

If the Supervisor fails to submit the annual evaluator’s certification required under Part 3(D) above, the Superintendent shall send a letter by certified mail, return receipt requested, to the Supervisor stating that the certification is past due and notifying the Supervisor to submit the certification within ten (10) days of receipt of the certified letter. If the certification is not submitted within that time, the Board shall provide for a proper hearing under Part 3(J) below.

2. Appropriate Education

School Code §  
1327.1(i.1)

If the Superintendent has a reasonable belief, at any time during the school year, that Appropriate Education may not be occurring in the Home Education Program, the Superintendent may submit a letter to the Supervisor by certified mail, return receipt requested, stating the basis for the Superintendent’s reasonable belief, and requiring that an evaluation be conducted in accordance with Part 3(D) above, and that an evaluator’s certification stating that an Appropriate Education is occurring for the school year under review shall be submitted to the Superintendent by the Supervisor within thirty (30) days of the receipt of the certified letter. If the certification is not submitted within that time, the Board shall provide for a proper hearing under Part 3(J) below.

If the tests required under Part 3(C)(3) above have not been administered at the time of the receipt of the certified letter by the Supervisor, the Supervisor shall submit the other required documentation to the evaluator and shall submit the test results to the evaluator with the completed documentation at the conclusion of the school year.

3. Program Out of Compliance

School Code § 1327.1(j.1)

If the Superintendent has a reasonable belief, at any time, that the Home Education Program is out of compliance with any other provisions of this Policy or School Code § 1327.1, the Superintendent may submit a letter to the Supervisor by certified mail, return receipt requested, stating the basis for the Superintendent’s reasonable belief, and requiring the Supervisor to submit a certification to the Superintendent within thirty (30) days of the receipt of the certified letter indicating that the program is in compliance. If the certification is not submitted within that time, the Board shall provide for a proper hearing under Part 3(J) below.

School Code § 1327.1(b)(1)

The required outline of proposed education objectives in Part 3(A)(4) above shall not be utilized by the Superintendent in determining if the Home Education Program is out of compliance.

*J. Hearings and Appeals*

School Code § 1327.1(k), (a)

If a hearing is required under Part 3(I) above, the Board shall provide for a proper hearing by a duly qualified and impartial hearing examiner within thirty (30) days. The hearing examiner shall not be an officer, employee, or agent of the Pennsylvania Department of Education, the School District, or the Carbon-Lehigh Intermediate Unit #21. The hearing examiner shall render a decision within fifteen (15) days of the hearing, except that he/she may require the establishment of a remedial education plan mutually agreed to by the Superintendent and the Supervisor which shall continue the Home Education Program.

School Code § 1327.1(l)

If the hearing examiner finds that the evidence does not indicate that Appropriate Education is taking place in the Home Education Program, the program shall be out of compliance with the requirements of School Code sections 1327 and 1327.1, and the student shall be promptly enrolled in the public school district of residence or a nonpublic school or a licensed private academic school, *provided* that the Home Education Program may continue during the time of any appeal.

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School Code § 1327.1(k)

The decision of the hearing examiner may be appealed by either the Supervisor or the Superintendent to the Pennsylvania Secretary of Education, Commonwealth Court, or the appropriate court of common pleas.

School Code § 1327.1(g)

When documentation is required to be submitted to the hearing examiner, the hearing examiner shall return all such documentation to the Supervisor upon completion of the examiner’s review. The hearing examiner may photocopy all or portions of the documentation for his/her files.

*K. Transfers*

School Code § 1327.1(b)(2)

In the event the site of a Home Education Program is relocating to another school district in Pennsylvania, or the site of such a program in another school district in Pennsylvania is relocating to this School District, the Supervisor of the program must apply, by registered mail at least thirty (30) days prior to the relocation, to the Superintendent of the Existing District requesting a letter of transfer for the program to the New District. The Superintendent of the Existing District must issue the letter of transfer within thirty (30) days after receipt of the registered mail request. However:

1. If the program is not in compliance with School Code § 1327.1, the Superintendent of the Existing District must inform the Supervisor and the Superintendent of the New District the status of the program and the reason for the denial of the letter of transfer; and
2. If the program is in hearing procedures, the Superintendent of the Existing District must inform the Supervisor, the assigned hearing examiner, and the Superintendent of the New District the status of the program and the reason for the denial of the letter of transfer.

School Code § 1327.1(b)(3)

The letter of transfer must be filed by the Supervisor with the Superintendent of the New District. In the case of pending proceedings, the Superintendent of the New District shall continue the program until the appeal process is finalized.

*L. Miscellaneous*

The School District shall not grant “credit” for course work completed-in a Home Education Program and shall not “promote”, “advance”, or “graduate” a student in a Home Education Program.

In the event a student’s participation in a Home Education Program terminates and the student is enrolled full time in the School District, the subsequent grade-level placement of the student shall be at the sole discretion of the appropriate school principal, based upon a review of home education records, achievement, capabilities and demonstrated knowledge of appropriate subject matter as determined by testing of the student and the curriculum guides of the School District.

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AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Elementary School Age Student (Kindergarten through Grade 6)

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*To the Superintendent of the Catasauqua Area School District:*

1. I attest that I \_\_\_\_\_ am the parent, guardian, or legal  
(name of supervisor)
- custodian of \_\_\_\_\_, age \_\_\_\_\_,  
(student's full name) (student's age at date of signing)

that I am the supervisor of the home education program and am responsible for the provision of instruction in the home education program, and that I have earned a high school diploma or its equivalent.

The program will be conducted at \_\_\_\_\_  
\_\_\_\_\_  
(address)

The phone number at this site is \_\_\_\_\_  
(phone number)

2. I attest that the home education program will be in compliance with Section 1327.1 of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 13-1327.1.
3. I attest that the subjects listed in paragraph four below will be offered in the English language for a minimum of 180 days of instruction or a minimum of 900 hours.
4. I attest that the following courses shall be taught at the elementary school level: English, to include spelling, reading, and writing; arithmetic; science; geography, history of the United States and Pennsylvania; civics; safety education, including regular and continuous instruction in the dangers and prevention of fires; health and physiology; physical education; music; and art.
5. I attest that I have **attached an outline** of the education objectives in the home education program by subject area to this affidavit.
6. I attest that \_\_\_\_\_ has been immunized against  
(student's full name)

the following diseases, and I have **attached evidence** thereof (records or a physician's letter) or I have **attached either** a certification from a physician stating that said student has a medical contraindication to immunization **or** a letter from the student's parent or guardian objecting to such immunization on religious grounds, pursuant to Section 1303(c) and/or (d) of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 13-1303a(c), (d):

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Elementary School Age Student (Kindergarten through Grade 6)

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a. Diphtheria; b. Tetanus; c. Pertussis; d. Poliomyelitis; e. Measles (Rubeola); f. German Measles (Rubella); g. Mumps; h. Hepatitis B; and i. Chickenpox (varicella) or evidence of immunity.

7. I attest that \_\_\_\_\_ has received the health and  
(student's full name)  
medical services required by Article XIV of the Pennsylvania Public School Code of 1949, and I have **attached evidence** thereof (records or a physician's letter) or I have **attached a letter** from the student's parent or guardian objecting to such services on religious grounds under Section 1419 of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 14-1419.

Article XIV requires that every child of school age be given, by methods established by the state's Advisory Health Board, an annual vision test and measurement of height and weight, tests for tuberculosis under medical supervision at when beginning school and 9<sup>th</sup> grade, and other tests required by the Advisory Health Board. Children when beginning school and in the 6<sup>th</sup> and 11<sup>th</sup> grades must have a medical examination and comprehensive appraisal of health by a physician and a hearing test is required when the child begins school and at 2<sup>nd</sup>, 3<sup>rd</sup>, 7<sup>th</sup>, and 11<sup>th</sup> grade levels. Children when beginning school and in the 3<sup>rd</sup> and 7<sup>th</sup> grades must have a dental examination by a dentist. A comprehensive health record shall be maintained for each child.

8. I attest that no adult living in the home, including the undersigned supervisor, and no person having legal custody of \_\_\_\_\_ has been  
(student's full name)  
convicted within five years of today's date of any of the following offenses under Section 111(e) of the Pennsylvania Pubic School Code of 1949, as amended, 24 PA. STAT. ANN. § 1-111(e):

(1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:

- Chapter 25 (relating to criminal homicide).
- Section 2702 (relating to aggravated assault).
- Section 2709.1 (relating to stalking).
- Section 2901 (relating to kidnapping).
- Section 2902 (relating to unlawful restraint).
- Section 2910 (relating to luring a child into a motor vehicle or structure).
- Section 3121 (relating to rape).
- Section 3122.1 (relating to statutory sexual assault).
- Section 3123 (relating to involuntary deviate sexual intercourse).
- Section 3124.1 (relating to sexual assault).
- Section 3124.2 (relating to institutional sexual assault).

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Elementary School Age Student (Kindergarten through Grade 6)

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- Section 3125 (relating to aggravated indecent assault).
- Section 3126 (relating to indecent assault).
- Section 3127 (relating to indecent exposure).
- Section 3129 (relating to sexual intercourse with animal).
- Section 4302 (relating to incest).
- Section 4303 (relating to concealing death of child).
- Section 4304 (relating to endangering welfare of children).
- Section 4305 (relating to dealing in infant children).
- A felony offense under section 5902(b) (relating to prostitution and related offenses).
- Section 5903(c) or (d) (relating to obscene and other sexual materials and performances).
- Section 6301(a)(1) (relating to corruption of minors).
- Section 6312 (relating to sexual abuse of children).
- Section 6318 (relating to unlawful contact with minor).
- Section 6319 (relating to solicitation of minors to traffic drugs).
- Section 6320 (relating to sexual exploitation of children).

- (2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as “The Controlled Substance, Drug, Device and Cosmetic Act.”
- (3) An offense similar in nature to those crimes listed in clauses (1) and (2) under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of the Commonwealth of Pennsylvania.

9. *Check one:*

\_\_\_\_\_ I attest that \_\_\_\_\_ **has** been identified  
(student’s full name)  
as needing special education services (and not solely as gifted and/or talented), and that the Home Education Program addresses the student’s specific needs. I have **attached a written notification** of the approval of the program by a teacher with a valid certificate from the Commonwealth of Pennsylvania to teach special education, or a licensed clinical or certified school psychologist.

\_\_\_\_\_ I attest that \_\_\_\_\_ **has not** been identified  
(student’s full name)  
as needing special education services, or has only been identified as gifted and/or talented.

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Elementary School Age Student (Kindergarten through Grade 6)

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**Attachments:**

- (1) Outline of education objectives by subject area.
- (2) Evidence of immunization or medical or religious exemption.
- (3) Evidence of Health and Medical Services or religious exemption.
- (4) Written notification of program approval by appropriate teacher or psychologist (when required under item #9 above).

**I declare under penalty of perjury under the law of the Commonwealth of Pennsylvania that the foregoing is true and correct, that all required documents have been attached to this affidavit, and that all such documents are valid and proper.**

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at  
(date) (month) (year)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(city, county or other location) (state) (country)

\_\_\_\_\_  
(Printed name of Supervisor)

X \_\_\_\_\_  
(Signature of Supervisor)

**If Notarized (optional):**

State of \_\_\_\_\_  
County of \_\_\_\_\_

Signed and sworn to (or affirmed) before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_  
(name of individual making statement)

\_\_\_\_\_  
(Signature of notarial officer)

\_\_\_\_\_  
(Title of office)

*{Affix stamp}*

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Secondary School Age Student (Grade 7 through Grade 12)

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*To the Superintendent of the Catasauqua Area School District:*

1. I attest that I \_\_\_\_\_ am the parent, guardian, or legal  
(name of supervisor)
- custodian of \_\_\_\_\_, age \_\_\_\_\_,  
(student's full name) (student's age at date of signing)

that I am the supervisor of the home education program and am responsible for the provision of instruction in the home education program, and that I have earned a high school diploma or its equivalent.

The program will be conducted at \_\_\_\_\_  
\_\_\_\_\_  
(address)

The phone number at this site is \_\_\_\_\_  
(phone number)

2. I attest that the home education program will be in compliance with Section 1327.1 of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 13-1327.1.
3. I attest that the subjects listed in paragraph four below will be offered in the English language for a minimum of 180 days of instruction or a minimum of 990 hours for the upcoming school year.
4. I attest that the following courses shall be taught at the secondary school level: English, to include language, literature, speech and composition; science; geography; social studies, to include civics, world history, history of the United States and Pennsylvania; mathematics, to include general mathematics, algebra and geometry; art; music; physical education; health; and safety education, including regular and continuous instruction in the dangers and prevention of fires. Such courses of study may include, at the discretion of the supervisor of the home education program, economics; biology; chemistry; foreign languages; trigonometry; or other age-appropriate courses as contained in 22 Pa. Code Chapter 4 (Academic Standards and Assessment).
5. I attest that I have **attached an outline** of the education objectives in the home education program by subject area to this affidavit.

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Secondary School Age Student (Grade 7 through Grade 12)

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6. I attest that \_\_\_\_\_ has been immunized against  
(student's full name)

the following diseases, and I have **attached evidence** thereof (records or a physician's letter) or I have **attached either** a certification from a physician stating that said student has a medical contraindication to immunization **or** a letter from the student's parent or guardian objecting to such immunization on religious grounds, pursuant to Section 1303(c) and/or (d) of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 13-1303a(c), (d):

a. Diphtheria; b. Tetanus; c. Pertussis; d. Poliomyelitis; e. Measles (Rubeola); f. German Measles (Rubella); g. Mumps; h. Hepatitis B; and i. Chickenpox (varicella) or evidence of immunity.

For entry into grade 7 (if applicable), the student has received the following immunizations: (1) meningococcal conjugate vaccine (MCV) and (2) tetanus and diphtheria toxoids and acellular pertussis vaccine (Tdap). For entry into grade 12 (if applicable), the student has received the following immunization: meningococcal conjugate vaccine (MCV) (if the student has not received a previous dose on or after the student's 16<sup>th</sup> birthday).

7. I attest that \_\_\_\_\_ has received the health and  
(student's full name)

medical services required by Article XIV of the Pennsylvania Public School Code of 1949, and I have **attached evidence** thereof (records or a physician's letter) or I have **attached a letter** from the student's parent or guardian objecting to such services on religious grounds under Section 1419 of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 14-1419.

Article XIV requires that every child of school age be given, by methods established by the state's Advisory Health Board, an annual vision test and measurement of height and weight, tests for tuberculosis under medical supervision at when beginning school and 9<sup>th</sup> grade, and other tests required by the Advisory Health Board. Children when beginning school and in the 6<sup>th</sup> and 11<sup>th</sup> grades must have a medical examination and comprehensive appraisal of health by a physician and a hearing test is required when the child begins school and at 2<sup>nd</sup>, 3<sup>rd</sup>, 7<sup>th</sup>, and 11<sup>th</sup> grade levels. Children when beginning school and in the 3<sup>rd</sup> and 7<sup>th</sup> grades must have a dental examination by a dentist. A comprehensive health record shall be maintained for each child.

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Secondary School Age Student (Grade 7 through Grade 12)

---

8. I attest that no adult living in the home, including the undersigned supervisor, and no person having legal custody of \_\_\_\_\_ has been  
(student's full name)

convicted within five years of today's date of any of the following offenses under Section 111(e) of the Pennsylvania Public School Code of 1949, as amended, 24 PA. STAT. ANN. § 1-111(e):

(1) An offense under one or more of the following provisions of Title 18 of the Pennsylvania Consolidated Statutes:

Chapter 25 (relating to criminal homicide).

Section 2702 (relating to aggravated assault).

Section 2709.1 (relating to stalking).

Section 2901 (relating to kidnapping).

Section 2902 (relating to unlawful restraint).

Section 2910 (relating to luring a child into a motor vehicle or structure).

Section 3121 (relating to rape).

Section 3122.1 (relating to statutory sexual assault).

Section 3123 (relating to involuntary deviate sexual intercourse).

Section 3124.1 (relating to sexual assault).

Section 3124.2 (relating to institutional sexual assault).

Section 3125 (relating to aggravated indecent assault).

Section 3126 (relating to indecent assault).

Section 3127 (relating to indecent exposure).

Section 3129 (relating to sexual intercourse with animal).

Section 4302 (relating to incest).

Section 4303 (relating to concealing death of child).

Section 4304 (relating to endangering welfare of children).

Section 4305 (relating to dealing in infant children).

A felony offense under section 5902(b) (relating to prostitution and related offenses).

Section 5903(c) or (d) (relating to obscene and other sexual materials and performances).

Section 6301(a)(1) (relating to corruption of minors).

Section 6312 (relating to sexual abuse of children).

Section 6318 (relating to unlawful contact with minor).

Section 6319 (relating to solicitation of minors to traffic drugs).

Section 6320 (relating to sexual exploitation of children).

(2) An offense designated as a felony under the act of April 14, 1972 (P.L. 233, No. 64), known as "The Controlled Substance, Drug, Device and Cosmetic Act."

AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Secondary School Age Student (Grade 7 through Grade 12)

---

(3) An offense similar in nature to those crimes listed in clauses (1) and (2) under the laws or former laws of the United States or one of its territories or possessions, another state, the District of Columbia, the Commonwealth of Puerto Rico or a foreign nation, or under a former law of the Commonwealth of Pennsylvania.

9. *Check one:*

\_\_\_\_\_ I attest that \_\_\_\_\_ **has** been identified  
(student's full name)

as needing special education services (and not solely as gifted and/or talented), and that the Home Education Program addresses the student's specific needs. I have **attached a written notification** of the approval of the program by a teacher with a valid certificate from the Commonwealth of Pennsylvania to teach special education, or a licensed clinical or certified school psychologist.

\_\_\_\_\_ I attest that \_\_\_\_\_ **has not** been identified  
(student's full name)

as needing special education services, or has only been identified as gifted and/or talented.

**Attachments:**

- (1) Outline of education objectives by subject area.
- (2) Evidence of immunization or medical or religious exemption.
- (3) Evidence of Health and Medical Services or religious exemption.
- (4) Written notification of program approval by appropriate teacher or psychologist (when required under item #9 above).

**I declare under penalty of perjury under the law of the Commonwealth of Pennsylvania that the foregoing is true and correct, that all required documents have been attached to this affidavit, and that all such documents are valid and proper.**

Signed on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, at  
(date) (month) (year)

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_.  
(city, county or other location) (state) (country)

\_\_\_\_\_  
(Printed name of Supervisor)

X \_\_\_\_\_  
(Signature of Supervisor)



AFFIDAVIT OF THE SUPERVISOR OF A HOME EDUCATION PROGRAM

Secondary School Age Student (Grade 7 through Grade 12)

---

**If Notarized (optional):**

State of \_\_\_\_\_

County of \_\_\_\_\_

Signed and sworn to (or affirmed) before me on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_,

by \_\_\_\_\_.  
(name of individual making statement)

\_\_\_\_\_  
(Signature of notarial officer)

\_\_\_\_\_  
(Title of office)

*{Affix stamp}*