



PREPARING STUDENTS  
**FOR LIFE**

Through Academic Achievement · Personal Well-Being · Career Readiness

Superintendent's Office  
Education Center  
P.O. Box 5381  
Cincinnati, Ohio 45201-5381

Phone: (513) 363-0073  
Fax: (513) 363-0055

[www.cps-k12.org](http://www.cps-k12.org)

## 2024-2025 SCHOOL YEAR

Dear Parent/Guardian:

Enclosed is a copy of the Ohio Rules for Home Education including a Home Education Notification form and a Request to Restrict Privacy Information form.

Should you decide to submit a request to Home Educate your child or children, please submit the information requested on the Home Education Notification form.

Please forward your Home Education Notification form and optional Privacy form to:

Cincinnati Public Schools  
Home Education Department  
P.O. Box 5381  
Cincinnati, OH 45201-5381

[homeschool@cpsboe.k12.oh.us](mailto:homeschool@cpsboe.k12.oh.us)

Upon receipt of this information, your request will be reviewed and you will be advised of the Superintendent's decision.

### **\*Disclaimer\***

The Cincinnati Public Schools does not endorse the curriculum and other educational programs offered by the organizations listed. It is provided to assist you in your search for a suitable home education program for your child(ren). We are not responsible for the content of any educational material received through these organizations. Please call, write, or email these organizations for curriculum details. This is not a comprehensive list of available sources for you to choose from, just a starting place.

If you have any questions, please feel free to contact the Home Education Department at (513) 363-0233.

Sincerely,



**Iranetta Wright**  
Superintendent



## Ohio Revised Code

### Section 3321.042 Home education.

Effective: October 3, 2023

Legislation: House Bill 33 - 135th General Assembly

(A) As used in this section, "home education" means the education of a child, between the ages of six and eighteen years of age, that is directed by the child's parent. "Home education" does not include education provided to a child who is enrolled full time in a public or chartered nonpublic school.

(B) A child receiving home education in the subject areas of English language arts, mathematics, science, history, government, and social studies is exempt from section 3321.04 of the Revised Code.

(C) Within five calendar days after commencing home education, moving into a new school district, or withdrawing from a public or nonpublic school, and by the thirtieth day of August each year thereafter, the parent or guardian of a child receiving a home education shall transmit a notice to the superintendent of the child's school district of residence. The notice shall provide the parent's name and address, the child's name, and an assurance that the child will receive education in the subject areas required under this section. The child's exemption under this section is effective immediately upon receipt of notice. The district superintendent shall provide a written acknowledgment of the superintendent's receipt of the notice to the parent or guardian not later than fourteen calendar days after receiving the notice. A child exempt under this section shall not be required to be excused under section 3321.04 of the Revised Code.

(D) A child that is being enrolled in a public school following any period of home education shall be placed in the appropriate grade level, without discrimination or prejudice, based on the policies of the child's district of residence.

(E) This section shall not be subject to any rules adopted by the director of education and workforce and the department of education and workforce.

(F) If there is evidence that a child exempt under this section is not receiving an education in the subject areas required under this section, then that child may be subject to section 3321.19 of the



## Request to Restrict Privacy Information

Federal and Ohio laws prohibit Cincinnati Public Schools (CPS) from publicly releasing information about our students, except for designated "Directory Information." Per Board Policy No. 8330, **CPS defines Directory Information as the following:**

**A student's name, school, grade level, parent-guardian's name, home address, telephone number, email address, participation in officially recognized activities and sports, and awards received**

Under Ohio public records law, CPS is required upon request to provide the above Directory Information to any member of the public who requests it. CPS' primary purpose for releasing Directory Information is to highlight students' accomplishments.

**If you agree that CPS may release Directory Information on your child, you do not need to return this form and no further action is needed.**

**To tell CPS to keep your child's Directory Information private:** Parents, legal guardians, or students aged 18 and older may refuse to allow CPS to release Directory Information by checking the box, or boxes, below and returning this form to the school by the end of September.

**General Public Release: (including to news media, potential employers, colleges and universities, etc.):**

☐ CPS may not release Directory Information about my child.

### **Military Recruiters:**

Per federal law, CPS must release the names, addresses and telephone numbers of high school students to military recruiters, unless the parent, legal guardian, or student aged 18 and over specifically objects.

☐ CPS may not release my child's name, address and phone number to military recruiters.

Student's Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Student's Birth Date: \_\_\_\_\_  
Month / Day / Year

School: \_\_\_\_\_ Grade: \_\_\_\_\_ Home Room: \_\_\_\_\_

**Please check one:**

☐ I am the student, and I am 18 years of age or older.

☐ I am the parent or legal guardian of the student, and the student is under 18 years of age.

Name (Please Print): \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parents/guardians and/or eligible students who believe their rights under the Federal Education Rights and Privacy Act (FERPA) have been violated may file a complaint with: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, D.C., 20202-4605. [www.ed.gov/offices/OM/fpco](http://www.ed.gov/offices/OM/fpco).

Informal inquiries may be sent to the Family Policy Compliance Office via e-mail: [FERPA@ed.gov](mailto:FERPA@ed.gov)

**Reviewed 6/2019**



Ohio Home Education Notification Form -ORC §3321.042

Effective Date: October 3, 2023

Sec. 3321.042. (A) As used in this section. "home education" means the education of a child, between the ages of six and eighteen years of age, that is directed by the child's parent. "Home education" does not include education provided to a child who is enrolled full time in a public or chartered nonpublic school.

(B) A child receiving home education in the subject areas of English Language Arts, Mathematics, Science, History, Government, and Social Studies is exempt from section 3321.04 of the Revised Code.

(C) Within five calendar days after commencing home education, moving into a new school district, or withdrawing from a public or nonpublic school, and by the thirtieth day of August each year thereafter, the parent or guardian of a child receiving a home education shall transmit a notice to the superintendent of the child's school district of residence. The notice shall provide the parent's name and address, the child's name, and an assurance that the child will receive education in the subject areas required under this section. The child's exemption under this section is effective immediately upon receipt of notice.

This document serves as our notification of home education for the 20 \_\_\_\_\_ - \_\_\_\_\_ school year in accordance with ORC §3321.042.

Parent/Guardian Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ OH \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone number (optional): \_\_\_\_\_

Email (optional): \_\_\_\_\_

I assure, the following compulsory aged child(ren) will receive home education in the subject areas of English Language Arts, Mathematics, Science, History, Government, and Social Studies in accordance with Ohio Revised Code §3321.042:

First Name	Last Name	Age (Date of Birth)
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_____	_____	_____
_____	_____	_____
_____	_____	_____

In accordance with ORC §3321.042, the district superintendent shall respond with a written acknowledgment within 14 calendar days of receipt of this notice. A child exempt under this section shall not be required to be excused under section 3321.04 of the Revised Code.

We hereby inform the school board that no personally identifiable information, including directory information as defined in Ohio Revised Code §3319.321 (B)(I), should be released without our prior written consent.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

**SEND THIS COMPLETED HOME EDUCATION NOTIFICATION FORM  
TO YOUR LOCAL RESIDENT PUBLIC SCHOOL DISTRICT SUPERINTENDENT**