HOMESCHOOLING
CHECKLIST

☐ Notarized affidavit of the parent or guardian or other person having legal custody of the child or children should be filed prior to beginning of the home education program. Affidavit should include the following:

1. Name of the supervisor of the home education program who will be responsible for the provision of the instruction.

2. Name and age of each child (children) who will be participating in the home education program.

3. Address and telephone number of the home education program site.

4. Subjects as required by law are offered in the English language, including an outline of proposed education objectives by subject area.

5. Evidence that the child has been immunized and has received the health and medical services required for students of the child's age and grade level.

☐ Affidavit should contain a certification to be signed by the supervisor that the adults in the home and persons having legal custody of the child or children have not been convicted of criminal offenses.

☐ Requirements of the supervisor:

1. Supervisor shall provide and maintain on file the following documentation:
    a. Portfolio of records and materials. Portfolio shall consist of a log, which designated title, the reading materials used, samples of writing, worksheets, workbooks or creative materials used or developed by the student; and in grades 3, 5 and 8 the results of standardized achievement tests in reading, language arts and mathematics or results of statewide tests administered in these grade levels. The supervisor shall ensure that the nationally normed standardized tests or the statewide tests not be administered by the child's parent or guardian.

☐ Evaluation requirements: an annual written evaluation of the student's educational process as determined by a licensed clinical or school psychologist or a teacher certified by the Commonwealth or by a nonpublic school teacher or administrator is required.