

HOMEBOUND INSTRUCTION

I. Statement of Policy

Homebound instruction is a temporary service provided to students who are unable to attend school due to a short-term physical, mental, or emotional illness or injury as substantiated by a licensed physician or licensed psychologist. A student will be eligible for home instruction if the student's illness is expected to extend beyond ten (10) school days. Homebound instruction may be provided for students with absences of ten (10) days or less pending need and determination of the Superintendent.

II. Enrollment

A. Homebound Instruction should begin as soon as possible after the parents have notified the Waterville Central School District (the District) and have provided a statement from a licensed physician or a licensed psychologist that:

1. Clearly indicates that the student will be unable to attend school for at least ten (10) school days; and
2. Clearly specifies the diagnosis necessitating home instruction, the limitations concerning the kind or duration of instruction, and any possible precautions the homebound instructor should take.

B. The Superintendent, Director, or designee must review all requests for homebound instruction and they, or their designee, may contact the student's healthcare provider to obtain additional information, if needed. Refusal to provide such written consent will result in a denial of the request for homebound instruction.

C. Instructional services shall begin within five (5) school days of either receipt of notification of the student's medical condition, or receipt of request for homebound instruction, whichever occurs first.

III. Decision and Appeal

A. Notification of Decision

The District shall notify parents or guardians of the Superintendent's, or designee's, approval or denial of the request for homebound instruction within five (5) school days of receipt of the written verification from student's healthcare provider.

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B. Right to Appeal

Parents or guardians may appeal the denial of home instruction to the Board of Education within ten (10) school days of receipt of the decision. Instruction must be provided while the appeal is pending.

IV. Instruction

A. The District shall develop an instruction delivery plan (“Plan”) for each student receiving homebound instruction, pursuant to 8 NYCRR §100.22. The plan shall be reviewed as needed, based upon changed condition or needs of the student.

B. Effective July 1, 2023, the District will provide ten (10) hours of homebound instruction a week for eligible elementary students Kindergarten through sixth grade (K-6), to the extent possible at least two (2) hours per day. The District will provide at least fifteen (15) hours of homebound instruction per week for eligible secondary school students seventh through twelfth (7-12), to the extent possible at least three (3) hours per day.

V. Committee on Special Education (CSE) Recommendation

Students with disabilities who are recommended for homebound instruction by the Committee on Special Education (CSE) shall be provided instruction and appropriate related services as determined by the CSE in consideration of the student’s unique needs. Such homebound instruction shall only be recommended if such placement is in the least restrictive environment. Home instruction will begin as soon as possible following such notification and shall be limited to the approved school calendar.

VI. Termination

Homebound instruction shall be terminated when the period of probable absence as certified by the physician or licensed psychologist has expired. Should any extension of homebound instruction be requested, the District reserves the right to obtain a separate opinion.

VI. Documentation

A. At the conclusion of this interim service, the tutor will submit a report of the student’s progress with the District

B. The District must maintain a record of the dates, amount and type of instructional services provided, including teacher’s name, subjects taught, and location of services.

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Legal Ref: [Revised Handbook on Services to Pupils Attending Non-Public Schools, NYS Education Department](#); 8 NYCRR §§175.21 and 200.6(h)

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