Sumner County Board of Education

Attendance Department

695 East Main Street Gallatin, TN 37066-2472

615-451-5424

Disciplinary Hearing Authority, Truancy Division, McKinney/Vento LEA,
Home School Registration, Request for Attendance, Foster Care, Juvenile Justice

Homeschool Information

When completing the Intent to Homeschool Form, please fill it out completely and submit with:

- Proof of **parental** or legal guardian education credentials (College diploma/transcripts, High School diploma/transcripts, or GED)

Parents are responsible for selecting the curriculum for their child, SCS will not provide the curriculum for the student. Parents must let SCS know which curriculum they have selected.

The parent/teacher is required to keep an attendance calendar that shows your child is receiving a **minimum of at least 4 hours of instruction per day for 180 days.** The calendar should be turned in at the end of the school year to the Homeschool Coordinator in the Attendance Department at the Sumner County Schools Board of Education or emailed to **homeschool@sumnerschools.org**.

Students in 5th, 7th or 9th grades must take the TCAP exam at their zoned school. A letter will be mailed to the parent/teacher sometime in February or March with instructions on testing from Anna Connor (Anna.connor@sumnerschools.org).

If you have questions about homeschool, please contact Margaret Fitzwater in the Attendance Department at SCS 615.451.5424 or email at **homeschool@sumnerschools.org**.

Tennessee Notice of Intent to Home School

To be completed by school system:	
School system name: Sumner County Schools	System number: 830
Date received:	
Received by name: Margaret Fitzwater	
Signature:	
Title: Homeschool Coordinator	

This form should be completed only by parent(s) or legal guardian(s) conducting an **independent home school** under the supervision of the superintendent of a local education agency (LEA). Parents enrolling their child in an approved church-related "umbrella" school or accredited online school do not need to submit this form.

"Home schools" are schools conducted by parents or legal guardians for their own children, which are distinct from degree-granting online or distance education schools. This form may be utilized as notice of your intent to conduct an independent home school, meaning that you will serve as the primary teacher for the student(s) as permitted by Tenn. Code Annotated § 49-6-3050. **Please complete both pages of the form and return both pages to your local public school system office before the start of each school year.**

PLEASE PRINT

Current School _____
Does Child have IEP _____
Where was your child Last Year _____

Part 1. Student Information

A. **Grades K–8:** For each student in grades K–8, please list the following information:

1.	Last name	First name	Grade	Subjects to be taught
	Age	Birthdate	Social security number (optional)	Proposed hours of instruction per day:
2.	Last name	First name	Grade	Subjects to be taught
	Age	Birthdate	Social security number (optional)	Proposed hours of instruction per day:
3.	Last name	First name	Grade	Subjects to be taught
	Age	Birthdate	Social security number (optional)	Proposed hours of instruction per day:
4.	Last name	First name	Grade	Subjects to be taught
	Age	Birthdate	Social security number (optional)	Proposed hours of instruction per day:

B. **Grades 9–12**: For each student in grades 9–12, please list the following information:

1.	Last name	First name	Grade	Subjects to be taught
	Age	Birthdate	Social security number (optional)	Proposed hours of instruction per day:
2.	Last name	First name	Grade	Subjects to be taught
	Age	Birthdate	Social security number (optional)	Proposed hours of instruction per day:

Tennessee Notice of Intent to Home School

Part 2. Parent Information

Please provide information **only** for the parent(s) or legal guardian(s) who will teach. Legal guardian(s) will need to present proof of guardianship.

Last Name First Name

A. Name of parent(s) or guardian(s) (Mother) _____

(Father) _____

or

(Guardian) _____

B. Contact Information

Home (Mailing Address) _____

_____

City_____Zip Code _____

Home (Physical Address) _____

_____

City_____Zip Code _____

Phone Number (_____) _____

Email Address _____

C. Parent/Guardian Educational Background **(complete only for parent(s)/guardian(s) who willteach)**

1. For grades K–12, I have a high school diploma or equivalency credential. _____ Yes _____ No
2. If mailing this form, please attach documentation of qualifying education. If presenting this form in person, please bring documentation of your qualifying education for school staff to verify.

_____ _____

Parent/Guardian Signature Date

2026-2027 HOME SCHOOL STUDENT ATTENDANCE CALENDAR

Student Name _____ **Parent/Guardian** _____

Grade _____ **Home Address** _____

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
July 2026						
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
August 2026						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
September 2026						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			
October 2026						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
November 2026						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
December 2026						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
January 2027						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30 31
February 2027						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27 28
March 2027						
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
April 2027						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	
May 2027						
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
June 2026						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

State law requires that a parent teacher conducting a home school must comply with the following requirements:

(1) Maintenance of attendance records, subject to inspection by local director of schools, and **submission of those records to the director of schools at the end of the school year.**

(2) Instruction for at least four (4) hours per day for 180 instructional days.