

INFINITY CHARTER SCHOOL

POLICY NUMBER	202
SECTION	General
TITLE	Homebound Instruction
ADOPTED	July 14, 2004
REVISED	August 24, 2021
APPROVED	

Purpose

The purpose of homebound instruction is to provide students, who are confined to the home or hospital and meet the prescribed criteria, with continuity of instruction and education during periods of temporary absence. It is the intent of the Board of Infinity Charter School that any students whose attendance has been temporarily excused for qualifying reasons with the opportunity to re-engage successfully in their instructional program upon return to school.

Authority

The Board of Trustees may provide, pursuant to law and regulations, homebound instruction to students confined to home or hospital for physical disabilities, chronic medical conditions, illness, injury, or other urgent reasons, or when such confinement is recommended for psychological or psychiatric reasons expressly written by a board-certified psychologist or psychiatrist.

Delegation of Responsibility

The CEO or designee shall create any administrative processes, including forms, deemed necessary to enact this policy. An application for homebound instruction shall be made readily available to parents through the Infinity Charter School website or through other means.

Eligibility for Homebound Instruction

Application for homebound instruction must include a written, signed request for the homebound instruction from the student's certified physician or certified psychiatrist certifying the diagnosis, prognosis, and estimated length of time that the student must remain out of school. If an excusal is sought for an "urgent reason", the application must include satisfactory evidence demonstrating that reason and must state the estimated length of time that the student must remain out of school. An "urgent reason" shall be strictly construed and does not permit irregular attendance at the school. Whether an application should be granted for an "urgent reason" is at the sole discretion of the school.

Upon submitting a completed application, including all necessary supporting documentation, the CEO or her designee or the Board may excuse a student for nonattendance for a temporary period not to exceed three (3) months.

The Board or its designee may request approval from the Department of Education to extend the period of homebound instruction for an individual beyond three (3) months. Any such extension shall be re-evaluated every three (3) months.

1) To be eligible for homebound instruction, Infinity Charter School shall require that the enrolled student meet the following criteria:

1. Parents of the student have completed an application form and have provided all required supporting information.
2. The student must be projected to be absent from schooling, as evidenced by appropriate documentation, a minimum of four (4) consecutive weeks. *Note: Absences due to medical or other urgent reasons lasting less than four (4) weeks will be handled through the student's classroom teacher. Parents will be directed to contact the Assistant Principal in such cases.*
3. The availability and amount of homebound instruction is subject to the availability of certified teachers to provide such services.
4. Applications for homebound instruction must include a copy of a request for such services by the certified physician or certified psychiatrist who is treating the student, or other satisfactory evidence demonstrating an urgent reason, and must certify the prognosis and the estimated length of time that the student should remain out of school.
5. The scheduling of such instruction shall be at the mutual convenience of the parent/guardian and the instructor, and Infinity Charter School shall not provide makeup sessions when the student or the parent/guardian is unavailable for a scheduled session.
6. A responsible adult caretaker must remain in the home for the entire time that the homebound instructor is in the home.

At any point, but not less frequently than every six (6) weeks, the school may request additional medical information to support continued eligibility for homebound instruction.

A student's participation in any substantial activity outside of the home may disqualify the student from eligibility for homebound instruction.

Additional Regulatory Procedures

Homebound instruction should be used as a last resort after all other options and/or alternative schedules have been exhausted. If the request for homebound instruction is approved, the Director of Specialized Services will make arrangements for a certified teacher or teachers to instruct the student while the student is at home or in the hospital. Homebound instruction will be conducted in person or virtually, at the discretion of the school. Homebound instruction

shall commence within seven (7) calendar days of approval pending the availability of instructors. Students will be recorded as present during the period of homebound instruction.

If a student's medical condition is expected to be chronic or long term, the student may be referred for an evaluation for services under the Individuals with Disabilities in Education Act ("IDEA") or Section 504 of the Rehabilitation Act.

Students with Disabilities

If the student is a student who is eligible for specialized education services and requests Homebound instruction, an IEP meeting should be held as soon as possible to determine whether the medical condition giving rise to the request is related to the student's disability and whether revisions to the IEP should be made to provide appropriate special education services and placement. The School may seek the Parent's permission to conduct a Re-Evaluation to determine the relation of the illness or medical condition to the disability, and to assess the impact on the student's ability to access the student's educational program. Homebound Instruction is not "Instruction Conducted in the Home," which is described in more detail in Infinity Charter School Policy No. 208.

Time and Duration of Homebound Instruction

Homebound instruction shall not exceed, in the case of direct/synchronous instruction, one hour per required core academic course per week. Homebound instruction provided via online, asynchronous delivery shall not exceed the maximum that the health and well-being of the student will allow.

The school will provide homebound instruction only for those confinements expected to last at least four (4) weeks. If the expected period of confinement is shorter than four (4) weeks, it is suggested that the student's parent(s)/guardian(s) contact the assistant principal in order to obtain materials and assignments.

Homebound instruction is not to exceed three (3) months unless approval for an extension is received from the Pennsylvania Department of Education. The request for homebound instruction shall be reevaluated periodically and may be extended upon the recommendation of the student's physician and with the approval of the Pennsylvania Department of Education.

Grades and Monitoring Progress

Grades and a summary of student progress are to be issued by the homebound instructor twice a month and submitted to the classroom teachers. This will include a description of covered material, written assignments, and tests/quizzes completed. Comments regarding progress are also to be included. The classroom teachers should use these bi-weekly reports to compute trimester grades.

Return from Homebound Instruction

If a student's physician, psychiatrist, or specialist authorizes a homebound student's return to school prior to the anticipated return date, the student's parent/guardian should notify the Director of Specialized Services and provide written, signed medical documentation.