

**Home Schooling Notification**

**Please return the completed form to the Director of Pupil Personnel at the District's Central Office.**

This letter is to inform you that my child/children will be participating in a home schooling program. The beginning date for participation in this program will be \_\_\_\_\_.  
**Month Day Year**

Following is the home school address and the names and ages of the students who will be participating: (add additional names on back with date of birth)

**STUDENTS' NAME(S):                      DATE OF BIRTH:                      CURRENT SCHOOL:**

\_\_\_\_\_  
\_\_\_\_\_

**HOME SCHOOL ADDRESS:**

\_\_\_\_\_  
**Name                                      Street                                      State                                      ZIP Code**

I have received from the Director of Pupil Personnel (DPP)/designee a copy of the "Home School Information Packet and Best Practice Document" and other supplemental material provided by the District. The DPP/designee offered to meet with me and explain the legal requirements that apply to home schools. It is further acknowledged that this notice of intent to provide home schooling shall be binding from the effective date stated above and shall remain in full force for no longer than to the end of the current or upcoming school year, whichever is first. This notice may be dissolved upon enrollment or re-enrollment of the above named child(ren) in a school in the District or any other public or private school. At such time a home-schooled child re-enrolls in the District, it is understood that certified personnel of the school system shall either place the student according to successful performance in courses that are sequential such as English, math, history, and science or conduct tests similar in nature and content to that used for other students receiving credit in that subject. Once assessment of the child's educational development is completed, a final determination of grade placement will be made. KRS 158.140, 704 KAR 3:307

\_\_\_\_\_ and/or \_\_\_\_\_  
***Signature of Father/Legal Guardian                                      Signature of Mother/Legal Guardian***

\_\_\_\_\_  
***Telephone (Home and Work)                                      Telephone (Home and Work)***

\_\_\_\_\_  
***Address (if different than student's)                                      Address (if different than student's)***

\_\_\_\_\_  
***City, State, Zip                                      City, State, ZIP***

## **Home Schooling Notification**

### **PROCEDURE**

The DPP/designee will offer to meet with the home school teacher to review legal requirements, provide a copy of the best practice document, offer other supplemental materials available from the District and request a copy of the home school curriculum from the home school teacher. If a meeting is not possible, copies of the “Home School Information Packet and Best Practice Document” and related information shall be mailed to the home school teacher. The DPP/designee shall use the summary below as a guideline for discussing topics with a prospective home school teacher.

### **SUMMARY OF REQUIREMENTS**

Home school teachers are required by state law to do the following:

- Teach the child reading, writing, spelling, grammar, history, math, and civics. KRS 156.160
- Provide no fewer instructional days than required in current state law.
- Maintain attendance records. KRS 159.040
- Maintain academic records. It is suggested that you maintain a portfolio (compilation) of the child’s best work from year to year. KRS 159.040/KRS 156.160
- Make records available in case of inquiry. KRS 159.040
- Make sure that children between the ages of six (6) and eighteen (18) shall attend an educational institution as described in Kentucky compulsory attendance law.
- Parents of home-schooled students are required by state law to do the following:
- If moving from the District, notify the Superintendent in writing. KRS 159.160
- After notifying the Superintendent of intent to home school, continue to notify the Superintendent each school year prior to the opening of the new school year if planning to continue the home school for the new school year. KRS 159.160

Review/Revised:7/2015