HOMEBOUND INSTRUCTION

What is Homebound Instruction?

Homebound instruction can never duplicate a classroom learning experience. The goal of the program is to provide an instructional link with the school in order to facilitate the student’s returning to the classroom as soon as possible. While a student is on homebound, it is understood that they may not participate in or attend extra curricular activities, volunteer activities or work.

Who is Eligible?

Homebound instruction is available to any student enrolled in Newport News Public Schools. The homebound office determines eligibility based on medical information submitted by a licensed physician or licensed clinical psychologist. The parent/guardian must give permission for the homebound office to exchange information with the referring health care provider. A student unable to attend school due to an emotional disorder may be eligible for homebound instruction. This short-term service is provided for a maximum of six weeks. When homebound is requested for emotional problems, a treatment plan outlining the student’s transition back to school must be attached to the homebound request form and signed by the treating clinical psychologist. All requests for homebound beyond six weeks will also require a transition plan from the treating physician or clinical psychologist.

How do you request homebound service?

Homebound forms are available from any school’s guidance office, the homebound office or on the division website. After the doctor has completed the form, the parent/guardian must return it to the homebound office in the South Morrison Learning Ctr. at 746 Adams Drive, between the hours of 8:00-4:30, Monday through Friday.

What is intermittent homebound?

Any student who has medical documentation of a chronic illness may qualify for intermittent homebound. The parent/guardian and school will be notified as soon as the request is evaluated and a decision is made. Students on intermittent homebound must submit updated medical documentation upon request.

How often does a student receive homebound services?

Homebound instruction will begin within five business days after the student is approved for homebound services. When administrative processing delays initiation of service, efforts will be made to notify the parent of a delay. The suggested hours of instruction per week are five hours for students in grades K-5 and ten hours for grades 6-12. On occasions the homebound instruction must take place at a location other than the home. Arrangements are made with the parent/guardian to take the student to a site to meet the teacher whenever it is necessary to do so.

School Board policy prohibits school employees from transporting students.

What subjects are offered through homebound services?

A student’s four basic courses are provided by homebound instruction. Others are provided on an individual basis depending on the length of homebound service and availability of teachers. Science labs and certain other hands-on classes are not offered on homebound. It may be necessary to alter a student’s course schedule due to homebound services. While every effort is made to ensure academic progress, course credit is not guaranteed.

What are the responsibilities of the parent/guardian?

A responsible adult must be present in the home when the homebound teacher is working with the student. An appropriate environment conducive for teaching must be provided. It is the responsibility of the parent/guardian to have the student’s books and materials ready for the homebound teacher. The parent/guardian must notify the homebound office when the student is unable to receive instruction. The parent/guardian must sign the time sheet at each visit. It is required that the teacher record the actual time of arrival, the time of departure, and the number of hours taught each day. The date and time of each instructional period must be entered before the parent/guardian signs.

The teacher and parent will agree upon a schedule convenient to both parties. Day or morning instruction may not be available. If the parent and student are not present for three consecutive meetings, the homebound office will terminate services to the student.
Parents are requested to contact the homebound office if there are any questions or concerns about the services or problems with the homebound teacher keeping scheduled appointments.

Pregnant Students

Homebound instruction is provided to pregnant students only when medical conditions prevent regular school attendance. Instruction is provided for a period of three to six weeks following delivery. Homebound instruction is not provided to teen mothers due to lack of child care.

Frequently asked questions about homebound services

Who determines if the student is eligible for homebound instruction? Eligibility is determined by the school division personnel based on the medical information submitted by the health care provider. Many times school-based accommodations for the student can be made that are unknown to the medical provider. Elevators, wheelchairs, and special transportation are resources available to certain students to facilitate their being in school.

Can a student graduate from high school on homebound? This question is addressed on a case by case basis. Certain courses cannot be provided in the home setting. It is critical for a student to be in school in order to meet mandated diploma requirements. The exception to this is the special education student who meets diploma requirements through an Individual Education Plan (IEP).

What is home-based instruction?

Home-based instruction means services that are delivered for non-medical reasons in the home setting or other agreed upon setting in accordance with the student’s individual education plan. In addition to the home, the library or a designated alternative site may be provided by the school division in which to deliver these services.

- Homebound services are not retroactive.
- Homebound is not available for the Summer School program.
- Homebound instruction is temporary.
- A student cannot receive homebound in order to care for a child or an ill parent.
- Teachers will document home visits when no one is present to receive services.
- Teachers shall contact the family within 24 hours of receiving the assignment.
- Time sheets are to be signed by an adult during each visitation. If not, time will not be approved. (NO INITIALS)
- Teachers will notify the homebound office if unable to contact the student/parent within 3 home visits.
- Both parents and teachers are expected to cancel meetings within a reasonable period of time if scheduling conflicts occur.
- Final grades are given by the classroom teacher, not the homebound teacher. Homebound grades are averaged with other grades the student has acquired.

Newport News Public Schools
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