

THE SCHOOL DISTRICT OF PHILADELPHIA

SECTION: 100 Programs

TITLE: Homebound Instruction

ADOPTED: September 21, 2011

REVISED: September 14, 2017

HOMEBOUND INSTRUCTION

Purpose

The purpose of homebound instruction is to provide students, who are confined to the home or hospital and meet the prescribed criteria, during a temporary period of absence, the opportunity to re-engage successfully in their instructional program upon return to school.

Authority

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

The term “urgent reasons” shall be strictly construed and does not permit irregular attendance. [\[1\]](#)[\[2\]](#)[\[3\]](#)

The period of homebound instruction for an individual shall not exceed three (3) months unless extenuating circumstances prove otherwise. Exceptions may be recommended by the Superintendent or designee as deemed advisable and in the best interests of the student and/or district and must be approved by the Pennsylvania Department of Education. [\[2\]](#)

Delegation of Responsibility

The Superintendent or designee shall create administrative processes to enact this policy.

Procedures

The parent/guardian shall submit the required application and medical documentation for homebound instruction to the District, and shall include:

1. A written request by the student's parent(s)/guardian(s) documenting the urgent reasons accompanied by medical documentation from a physician for an acute condition that prevents the student attending school for a period of at least four (4) weeks.
2. A written signed request for homebound instruction from the licensed physician, licensed psychiatrist or by a licensed treating specialist,
 - (a) certifying the nature of the illness or disability,
 - (b) the necessity of homebound instruction that supports the student cannot be in a school setting,

- (c) demonstrates a treatment plan that includes goals/supports that return the student to the school setting as quickly as possible, and
- (d) the expected duration of confinement and provides a projected date when the student will return.

3. If the urgent reason is due to a condition that is treated by a specialist, the proper documentation will be required to be completed by the treating specialist. For example: respiratory dysfunction, documentation by a pulmonologist, allergist or immunologist will be requested. If the urgent reason is due to mental/behavioral conditions, documentation by a board certified psychiatrist will be requested.

4. A written consent signed by the parent/guardian consistent with FERPA, HIPAA and the Mental Health Act permitting designated school personnel to speak with the physician regarding information that pertains to the student's inability to attend school.

At any point, the district may request additional information to justify initial approval or continuation of homebound instruction.

The Superintendent or designee must request approval from the Department of Education to extend the period of homebound instruction for an individual, which shall be re-evaluated every three (3) months.[\[2\]](#)

Parents/Guardians and students are advised that a second request during a school year will be considered a request for continuance of homebound instruction at which time another request must be submitted within three (3) calendar weeks of the impending extension in order for homebound to be extended.

Upon submission for continuance, parent and student must meet with the school team to discuss plans for transition back to school.

Mandated Regulatory Procedures

Homebound instruction should be used as a last resort after all other options and/or alternative schedules have been exhausted.

Parents/Guardians and students are advised that the granting of homebound instruction are subject to the following conditions:

- Students on homebound may not also work at a job and may not be involved in other activities outside the home. The premise of homebound is that students are unable to come to school and therefore should be unable to go to work, or leave their home for any length of time.
- Homebound instruction is not to be used as an educational option while a student is awaiting placement within or outside of the school district.
- Homebound instruction is not intended, nor can it be construed, as a method of delivering a full curriculum and may not provide sufficient grades/credits for promotion.

If the student is denied any homebound instruction he/she will become subject to mandatory school attendance regulations.

Intermittent Homebound

A student may be provided homebound instruction on an intermittent basis during short but repeated periods of absences due to exacerbation of a chronic medical condition. The student is expected to return to school when the exacerbation subsides. The approval for intermittent homebound instruction will be granted for no longer than one (1) school year and will expire at the end of any school year.

The program of homebound instruction provided to each student shall be in accordance with the standards established by the state.

The SRC reserves the right to withhold homebound instruction when any one (1) of the following occurs:

1. The instructor's presence in the place of a student's home presents a hazard to the health of the teacher.
2. A parent/guardian or other adult in authority is not present with the student during the hours of instruction.
3. The medical, psychological or psychiatric condition of the student precludes any benefit from such instruction.

Students receiving homebound instruction may be counted for attendance purposes as if in school.

The Superintendent or designee may request approval from the Department of Education to extend the period of homebound instruction for an individual, which shall be re-evaluated every three (3) months.[\[2\]](#)

Parents/Guardians and students are advised that a second request during a school year will be considered a request for continuance of homebound instruction at which time another request must be submitted within three (3) calendar weeks of the impending extension in order for homebound to be extended.

Upon submission for continuance, parent and student must meet with the school team to discuss plans for transition back to school.

Any breach of the conditions set forth in this policy, in part or in whole may result in the withdrawal of approval of homebound instruction.

Legal References:

1. 24 P.S. 1329 - Excuses from Attending School
2. 22 PA Code 11.25 - Temporary excusals due to illness or other urgent reasons
3. Pol. 204 - Attendance

Related Information:

Pol. 234 - Pregnant/Parenting/Married Students