THE SCHOOL DISTRICT OF PHILADELPHI 440 N. BROAD STREET – 2nd Floor, Suite 206 PHILADELPHIA, PENNSYLVANIA 19130

OFFICE OF SPECIALIZED SERVICES

SCHOOL HEALTH SERVICES (215)400-6004 FAX: (215)400-4173

Homebound Instruction

Dear Parent/Guardian:

The purpose of Homebound Instruction is to provide students with some level of instructional services during a temporary period of absence so that, on return to school, they can re-engage successfully with their instructional program. 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. Homebound Instruction is not a replacement or substitute for school attendance. Homebound Instruction should be used as a last resort after all other options and /or alternative schedules (i.e. half days, work packets, etc.) have been exhausted.

- Homebound Instruction is a service the District may provide during a temporary period of excused absence for an *acute* medical condition of at least 4 weeks and not to exceed three months, as required by the Pennsylvania Department of Education.
- Homebound Instruction may be provided on an intermittent basis during short but repeated periods of
 absences due to exacerbations of a chronic medical condition (authenticated by the medical provider in
 writing). 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.

To apply for homebound instruction, parent/guardian of the student must have the physician's referral form completed, signed by the student's treating specialist and returned to the school nurse. The physician's referral may not be accepted by the District if it does not explain the student's absence. Parent/Guardian has the right to withhold medical information; however, withholding medical information may lead to termination of homebound services.

If your child's medical condition should require homebound instruction for more than three (3) months, you will have to submit a new physician's referral before the initial application expires. If a new physician's referral is not submitted promptly, your child homebound instruction will be suspended and your child will be marked absent.

The success of homebound instruction and the progress your child makes depends upon cooperative planning involving your child, the homebound teacher and parent/guardian. Once the application for homebound instruction is approved, parent/guardian must adhere to the following agreements:

- Provide a clean, quiet, well-lit room with comfortable temperature for the teacher and student.
- A responsible adult must be present in the home for the entire period of homebound instruction.
- The student must be appropriately dressed, and ready for instruction upon arrival of the homebound teacher.
- Must allow the teacher and student to work without distractions such as TV, radio, pets and other young children during instructional and study time.
- Notify the teacher by 8:30 AM if the student is too ill to be taught or if any other persons in the home are suffering from a contagious illness.
- Sign the teacher's time sheet at the end of each instructional period.
- Arrange doctor appointments, therapy, etc. so they do not conflict with scheduled instruction when possible.
- Failure to comply with the above conditions may result in termination of homebound instruction.

I have read and agree to the conditions for Homebound Instruction for my child. I will provide a satisfactory teaching environment to ensure maximum learning potential of my child.

SIGNATURE OF PARENT/GUARDIAN	DATE	
ADDRESS	TELEPHONE NUMBER	
STUDENT'S NAME:	SCHOOL:	GRADE:

- One (1) copy to Parent/Guardian
- One (1) copy to be kept in the homebound student's file at school
- One (1) copy to the Homebound teacher