

## Home Instruction Guidelines

Any parent of a child who will have reached the fifth birthday on or before Sept. 30 of any school year and who has not passed the 18th birthday may elect to provide home instruction in lieu of school attendance.

A parent who elects to provide home instruction must annually notify the division superintendent or his designee by Aug. 15 of this intention. Please use the Notice of Intent form included on this website. The parent must provide a description, limited to a list of subjects to be studied during the coming school year and evidence of having met one of the following criteria:

- have a high school diploma or higher credential
- are a teacher of qualifications prescribed by the Board of Education
- provide a program of study or curriculum that may be delivered through a correspondence course or distance learning program or in any other manner
- provide evidence that they are able to provide an adequate education for the child

Any parent of any school-age child who does not meet the notification requirements of any school year will be subject to the state compulsory attendance law §22.1-254 of the Code of Virginia.

As required by §22.1-254.1, a parent shall submit evidence of academic progress each year by Aug. 1.

If the parent does not provide the required evidence of progress, the superintendent may place the home instruction program on probation for one year. (For the purpose of this provision, "not provided" means either that no information is submitted or the child is not making satisfactory academic progress as determined by the results of testing or the results of an evaluation or assessment). If this happens, the parent will be required to file a remediation plan and evidence of the ability to provide an adequate education for the child. The superintendent must determine whether these submissions are adequate. The superintendent is not required to place the program on probation or accept the remediation plan. However, if the plan and evidence are not accepted or the required evidence is not provided by August 1 following the probationary year, home instruction shall cease and the parent must make other arrangements that comply with the compulsory attendance law. (§ 22.1-254.1.C of the *Code of Virginia*)

The evaluation requirement does not apply to children under the age of six as of September 30.

A parent who moves into Chesterfield County or begins Home Instruction after the beginning of the school year, shall provide notification as soon as practicable and comply within 30 days.

Any documentation concerning home instruction should be submitted to the Home School Support Specialist. This information may be emailed, faxed or mailed. Once all the documentation is received, a verification letter will be mailed.