

# Home Instruction

This document specifies the form and procedures to be used by parents residing in Arlington County to notify the Superintendent of their intention to provide home instruction for their children in lieu of school attendance.

## I. REQUIREMENT FOR NOTIFICATION

In accordance with Section 22.1-254.1 of the Code of Virginia, the parent who elects to provide home instruction for a school age child in lieu of school attendance must notify the Superintendent (c/o School Liaison for Home Instruction) annually no later than August 15 of his/her intent to do so. The parent must also include a description of the curriculum to be followed for the coming year and evidence of having met one of the qualifications prescribed in paragraph II below.

## II. QUALIFICATIONS REQUIRED OF PARENTS

- A. Hold a high school diploma.
- B. Meet qualifications for a teacher prescribed by the Virginia Board of Education.
- C. Provide a program of study or curriculum which is to be delivered through a correspondence course or a distance learning program or in some other manner.
- D. Submit a statement which describes why the parent is able to provide an adequate education for the child.

## III. PROCEDURES FOR MAKING NOTIFICATION

The person who meets one of the qualifications described in paragraph II above and who elects to provide home instruction during any school year in lieu of school attendance shall notify the Superintendent (c/o Liaison for Home Instruction) no later than August 15 by forwarding a notice of intent, a description of the curriculum and all required supporting documents to:

Yesecan Ege, Liaison  
Home Instruction Program  
Department of Student Services  
Office of Pupil Services  
Arlington Public Schools  
1426 N. Quincy Street  
Arlington, Virginia 22207  
703-228-6061

The Superintendent (c/o Liaison for Home Instruction) shall review the information submitted by the parent and inform the parent by letter whether or not the notification complies with Section 22.1-254.1 of the Code of Virginia.

#### **IV. REQUIREMENT TO PROVIDE EVIDENCE OF ACHIEVEMENT**

The parent who elects to provide home instruction shall provide the Superintendent (c/o Liaison for Home Instruction) by August 1 following the school year in which the child has received home instruction with:

An assessment which, in the judgment of the Superintendent; indicates that the student is achieving an adequate level of academic progress. This assessment may be performed by any person or agency acceptable to the Superintendent. The assessment may be in the form of test results or other measures and must relate to the curriculum submitted by the parent and provide sufficient information to enable the Superintendent to make a reasonable judgment that the child is achieving an adequate level of educational growth and progress.

In the event that the required evidence of progress is not provided by the parent, home instruction for the student may be placed on probation for one year. Parents must file with the Superintendent evidence of their ability to provide an adequate education for their child and a remediation plan. Upon acceptance of the evidence and the plan by the Superintendent, home instruction may continue for one probationary year. If the evidence and plan are not accepted or the required evidence of progress is not provided by August 1 following the probationary year, home instruction shall cease and the parent shall make other arrangements for the education of the child which complies with Section 22.1-254.1 of the Code of Virginia.

#### **V. RIGHT OF APPEAL**

A parent aggrieved by a school system decision regarding home instruction has a right to appeal within 30 days of the date of the decision to an independent hearing officer appointed from a list maintained by the Executive Secretary of the Supreme Court of Virginia. This appeal should be addressed to:

Superintendent, Arlington Public Schools  
1426 North Quincy Street  
Arlington, Virginia 22207  
Attention: Assistant Superintendent, Student Services

The Arlington Public Schools prohibits discrimination on the basis of race, religion, gender, sexual orientation, national origin, age, disability, pregnancy or marital status. This policy provides equal access to courses and programs, counseling services, physical education and athletics, vocational education, instructional materials, and extracurricular activities. Violations of this policy should be reported to the Director of Administrative Services at (703) 228-6008 or the Assistant Superintendent for Personnel at (703) 228-6110.

School age children suspected of having an educational disability can be evaluated by Arlington Public Schools at no expense to the family. If you suspect your child may have a disability, you can refer him/her to a Student Study Committee by contacting the Office of Special Education at (703) 228-6040.