

Category: 6000 INSTRUCTION	Policy Number: 6444
Policy Title: Homebound Student Services	Effective Date: March 17, 2020

A homebound student is defined as any student who would normally and regularly attend school, but is confined to home or hospital because of an illness or accident for a period of ten (10) or more consecutive school days.

A physician’s statement must be submitted in advance to be considered for homebound instruction. The statement must include the nature of the student’s illness and the anticipated date of return to school. To receive homebound instruction, the physician, physician assistant or nurse practitioner must verify that the student is anticipated to be absent ten or more days.

Any student who is subject to this policy shall have attendance requirements waived and will be counted as present at school, provided that academic instruction has been given by appropriate certified professional staff employed by the district.

The district reserves the right to discontinue or deny homebound services.

Legal Reference: Idaho Code 33-1001(9) Definitions
Idaho Code 33-1003A Calculation of Average Daily Attendance

Reference: Policy 7485, “Staff and Student Interaction”
Policy 8110, “Attendance”
Procedure 6444p, “Homebound Student Services”

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- ❖ When it becomes known that a student will be absent for more than ten days due to illness or injury, the building administrator or designee should advise the parents/guardians that there is a homebound program available to their child.
- ❖ The parents/guardians will be responsible to get a note from the physician, physician assistant, or nurse practitioner stating the nature of the student’s illness or injury and the anticipated date of return to school. To receive homebound instruction, the physician, physician assistant, or nurse practitioner must verify that the student is anticipated to be absent ten or more days.
- ❖ The building administrator or designee will notify the district office about the status of the student’s attendance and the need for homebound instruction.
- ❖ When the parents call the district office and arrange to have the physician’s, physician assistant’s, or nurse practitioner’s statement faxed or brought in, the district secretary will make arrangements for the district’s homebound teacher to contact the family. The statement should be received before the homebound teacher makes contact.
- ❖ The homebound teacher will coordinate with the student’s teacher(s) and work with the student on the lesson assignments which will enable him/her to stay as current as possible with the members of their class.
- ❖ Homebound instruction for a student with an Individual Education Plan (IEP) that requires related services will be coordinated through the Director of Special Education.
- ❖ The homebound teacher will keep a record of the time spent with the student and teachers and the mileage to and from the student’s home and submit these to the district office as payroll/mileage claims.
- ❖ The instructor for the home-bound program should arrange to have an adult present or nearby when working with a student at the child’s home or at a care facility. Any tutoring done outside the home or care facility should have the approval of the parents and building administrator and should be done on school property or at a school activity when other adults are present.
- ❖ The homebound teacher will keep the district office and building administrator apprised of the student’s situation and expected date of return to school.
- ❖ If the child will be absent longer than the doctor’s original statement noted, the district office must be notified and another statement from the doctor will be required.
- ❖ Every effort will be made to have the child return to school as soon as possible. The student must attend school for at least four hours a day to be counted as present for a full day.

REQUEST FOR HOMEBOUND SERVICES

Homebound instruction may be initiated for students who are unable to attend school due to temporary illness, accident, or an unusual handicapping condition. A student must be absent from school ten consecutive days or a physician's, physician assistant's or nurse practitioner's statement must certify in advance that the absence will exceed this period of time. Full-time ancillary personnel may not be reimbursed with state funds for homebound instruction.

Please complete upper portion of form.

District Name _____	District No. _____	School Year _____
Person Requesting _____	Relationship _____	
Phone Number _____	Date of Request _____	

Name of Homebound Student _____
Social Security # _____ Birth Date _____ Grade _____
Date Last Attended School _____

Reason*
(Attach physician's order)

Instructor's Name _____	SSN _____
Teaching Certificate Number _____	Expiration Date _____

Beginning Date of Service _____ Anticipated Ending Date of Service _____
Hours Per Week _____ Hourly Rate _____

Note: State reimbursement for homebound instruction is included only in the July apportionment payment following the school year in which the services occurred. Forms to verify employment of the homebound instructor and salary costs will be supplied to each district requesting homebound instruction reimbursement in February and June of each school year. These verification forms must be returned to the Bureau of Finance.