



## STUDENT SERVICES 3 – Homebound Students

Date: June 30, 2004

Responsible Administrator: Superintendent

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### **1.0 RATIONALE**

Students who are unable to attend regular school classes for medical reasons should be provided with alternate learning opportunities.

### **2.0 PROCESS**

The Superintendent of designate shall be responsible for administering this Administrative Practice.

### **3.0 GUIDELINES**

- 3.1 In order to be eligible for Homebound Student Services, a student must:
  - 3.1.1 Have written confirmation from a medical doctor indicating that the student is unable to attend school.
  - 3.1.2 Be capable of benefiting from Homebound Student Services.
  - 3.1.3 Be recommended for Homebound Student Services by the principal of the school in which the student is enrolled.
- 3.2 The student will remain enrolled in the referring school and is considered excusably absent while receiving Homebound Student Services. A student receiving such services shall not lose Senior High School credits solely because of non-attendance.
- 3.3 Access to the referring school's supplies and resources shall continue during the period the student is receiving Homebound Student Services.
- 3.4 The principal of the referring school remains responsible for the student's program.
- 3.5 Where appropriate, a student who has an expected absence of more than five (5) months shall be enrolled in courses provided by Alberta Distance Learning.

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References: *Board Policy: G/II/6 – Home Education*

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- 3.6 The principal of the referring school shall inform the Director, Student Services need for Homebound Student Services for a qualifying student. The following information shall be provided:
  - 3.6.1 A copy of the medical report advising of the need for Homebound Student Services.
  - 3.6.2 Age, grade, program, home location, etc., of the student.
  - 3.6.3 The estimated length of time that Homebound Student Services will be necessary
- 3.7 The principal shall consult with the Director, Student Services regarding the number of hours and type of service to be provided.
- 3.8 Upon approval of the request by the Superintendent or designate, the necessary personnel shall be engaged.
- 3.9 The principal of the referring school shall retain responsibility for evaluation of the student and reporting progress to parent(s)/guardian(s).
  - 3.9.1 The teacher or teacher assistant providing the Homebound Student Services shall be accountable to, and report to the principal of the referring school.

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References: *Board Policy: G/II/6 – Home Education*