



SOUTH WHIDBEY SCHOOL DISTRICT #206
5520 Maxwelton Rd, Langley, WA 98260
360-221-6808 ext 2245 360-221-3835 Fax
Email to: communications@sw.wednet.edu

DECLARATION OF INTENT TO PROVIDE HOME-BASED INSTRUCTION

A parent/guardian who intends to cause his/her child(ren) to receive home-based instruction in lieu of attendance or enrollment in a public school, approved private school or an extension program of an approved private school, must file an annual declaration of intent to do so in the format prescribed below.

I do hereby declare that (1) I am the parent, guardian, or legal custodian of the child(ren) listed below; (2) said child(ren) is (are) between the ages of eight and eighteen and as such are subject to the requirements found in Chapter 28A.225 RCW, *Compulsory Attendance*; (3) I intend to cause said child(ren) to receive home-based instruction as specified in RCW 28A.225.010; (4) I have received a copy of South Whidbey District Policy 2115, *Home-Based Instruction*; and (5) if a certificated person will be supervising the instruction, I have indicated this by checking the appropriate space.

Last	<u>Child(ren)'s Name(s)</u>			<u>Birthdate</u>	<u>Grade Level</u>
	First	Middle			
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

[] *The home-based instruction will be supervised by a person certificated in Washington State pursuant to Chapter 28A.200 RCW.*

 Signature Date

 Street Address Phone

 City State Zip

-CONTINUED ON BACK-

This statement must be filed annually by September 15 or within two (2) weeks of the beginning of any public school quarter, trimester, or semester with the Superintendent of the public school District within which the parent resides.



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ASSURANCES:

I hereby agree to ensure that:

- 1) Test scores or annual academic progress assessments and immunization records, together with any other records that are kept relating to the instructional and educational activities provided, are forwarded to any other public or private school to which the child transfers.
- 2) A standardized achievement test approved by the State Board of Education is administered annually to the child by a qualified individual or that an annual assessment of the student's academic progress is written by a certificated person who is currently working in the field of education. The standardized test results or the annual academic progress assessment report shall be made a part of the child's permanent records.

I understand and agree to the conditions set forth on both sides of the *Declaration of Intent to Home School* as well as those conditions stated in Chapter 441, Laws of 1985.

Date

Signature of parent/guardian

Failure of a parent to comply with the standards as specified in this policy shall constitute a violation of the compulsory attendance law.

Email to: Communications@sw.wednet.edu OR Fax to: 360-221-3835

Or Mail Send to: Superintendent
South Whidbey School District
5520 Maxwellton Rd.
Langley, WA 98260

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Approved by the Board: 07/26/04

**REQUEST FOR PART-TIME ATTENDANCE OR ANCILLARY SERVICES FROM A
PRIVATE SCHOOL STUDENT OR A STUDENT RECEIVING
HOME-BASED INSTRUCTION**

Name of student _____ Birthdate _____ Grade _____

Address of student _____

City and zip code _____

Name of Parent _____

Telephone: (Work No.) _____ (Home No.) _____

IF REQUEST IS MADE BY PRIVATE SCHOOL STUDENT:

Name of private school: _____

As the parent of _____, I attest that the services requested are not provided in the private school that my child attends.

Services requested:

Public school where service is requested: _____

Signature of Parent/Guardian Printed Name Date

Service or Course requested and date(s) student wants to participate:
Service/course: _____ Date: _____
Service/course: _____ Date: _____
Service/course: _____ Date: _____
Service/course: _____ Date: _____

Return to: SWSD District Office (Attn: Superintendent) via email at
<mailto:communications@sw.wednet.edu>

HOME-BASED INSTRUCTION

The District recognizes the right of parents/guardians to elect to educate their children at home. The District shall cooperate with the parents of home-based students by assisting them in complying with legal requirements and by making available appropriate experiences for such students. The District reserves the right of final determination as to the appropriate level of placement for students wishing to enroll who have been receiving home-based instruction (see Policy 2167). Home-based students wishing to receive a public high school diploma shall comply with District policy and procedures relating to high school graduation requirements for one of the high school completion options (South Whidbey High School and South Whidbey Academy).

The District shall also permit the enrollment of and provide ancillary services for part-time students, in compliance with state law and regulations.

The Superintendent is hereby directed to establish procedures which specify District rules relating to home-based and part-time students.

First Reading: 04/08/97
Second Reading: 04/22/97
Reviewed: 07/12/04
Revised: 07/26/04

**Approved by 07/26/04
the Board:**

REFERENCES:
RCW 28A.150.350
RCW 28A.225.220
RCW 28A.225.225
RCW 28A.600.300-400
RCW 28A.200
RCW 28A.225.010
WAC 392-121-182
WAC 392-121-181
WAC 392-134-010
WAC 180-50-300

HOME-BASED INSTRUCTION PROCEDURES

- 1) **District Procedures:** The Superintendent, or designee, shall:
 - A) provide a *Declaration of Intent to Home-School* form to persons expressing an intent to provide home-based instruction;
 - B) provide parents/guardians who plan to provide home-based instruction with copies of the relevant statutes and regulations; and,
 - C) provide parents/guardians with a *Request for Part-Time Attendance or Ancillary Services* form, upon request.

- 2) **Home-Based Instruction:** Student will be considered as receiving home-based instruction if the parent/guardian has filed a signed *Declaration of Intent to Home-School* form (see Form 2115 F1) indicating that he/she is planning to cause his/her child(ren) to receive home-based instruction. The statement shall include the name and age of the student, shall specify whether a certificated person will be supervising the instruction, and shall be written in format prescribed by the Superintendent of Public Instruction. Such statement must be filed annually by September 15 or within two (2) weeks of the beginning of any quarter, trimester, or semester, with the Office of the Superintendent.

Students receiving home-based instruction may enroll in District schools as part-time students and/or receive ancillary services provided the student is otherwise eligible for full-time enrollment in the District. Requests for part-time enrollment of ancillary services shall be initially directed to the Superintendent, or designee. Current emergency information is required of all students attending District schools, regardless of enrollment. Proportionate funding will be claimed for part-time students, providing they have a *Declaration of Intent to Home-School* form on file for the portion of their day spent home based instruction.

- 3) **Testing:** District and statewide testing shall be provided for part-time students at the same time and location as provided for fully enrolled students. Parents/guardians who wish to have their children tested by the District should make such a request to the District administrative office.

- 4) **Interscholastic Contests or Competition:** In order to be eligible to participate in interscholastic contests or competition, the part-time student must:
 - A) Meet Washington Interscholastic Athletic Association (WIAA) and the District's eligibility requirement standards required of all other students. Parents/guardians must provide documentation that WIAA standards have been met.
 - B) Meet and adhere to the same team responsibilities and standards of behavior and performance of other members of the team or squad.
 - C) Participate as a member of the public school that the student would normally attend.
 - D) Provide to the school administration acceptable documentation of "full-time attendance," academic achievement standards, and any other interscholastic eligibility standards required of all other student participants.
 - E) Comply with WIAA and District regulations during the time of participation.
 - F) Provide to school authorities all required forms and provisions.

- 5) **K-8 Re-entry:** Students requesting K-8 enrollment in District schools following home-based instruction shall initially contact the District office. Students will then be directed to contact the principal, or designee, of the appropriate school. Tentative placement will be determined after consultation with the parents/guardians, review of student records and scores on District administered tests if deemed appropriate. Final decisions regarding placement will be made by the District. The final determination of the student's course level placement will be determined by the student's ability to meet expectations at that level. Inability to meet expectations may result in the student being placed in a different level.
- 6) **9-12 Re-entry:** Students requesting 9-12 enrollment in District schools following home-based instruction shall follow policy 2167.
- 7) **Eligibility for South Whidbey School District Diploma:** Students who have received high school credit through home-based instruction may be eligible to receive a South Whidbey School District Diploma from the appropriate program (South Whidbey High School or South Whidbey Academy), provided the student has met all graduation requirements specified in *High School Graduation Requirements* (policy 2410) and has attended the South Whidbey School District high school program full-time the last full year prior to graduation. Documentation of credits earned shall be provided according to policy 2167.

Policies can be found on our website: www.sw.wednet.edu under School Board.