

Home Education

Background

Foothills School Division acknowledges that a parent of a student may provide, at home or elsewhere, a home education program for the student if the program meets the requirements of the regulations and is under the supervision of a board as outlined in Section 20 of the Education Act.

A parent who intends to provide a home education program to a student during a school year must notify the school division of that intention using the form approved by the Minister and available through the school division.

The school division will notify the parent in writing, within 15 school days after receiving the notice of intent to provide a home education program, of its decision with respect to supervising or continuing to supervise the home education program.

On the recommendation of the Principal of Foothills Digital School, a student receiving a home education program that follows the Alberta Program of Study is eligible to receive high school credits if the student achieves the course standards and learning outcomes set out in the Alberta Programs of Study.

Parents and students interested in accessing Foothills Digital School for home education should refer to the procedures outlined in Administrative Procedure 230.

The Principal of Foothills Digital School is responsible for overseeing Home Education Programs.

The Assistant Superintendent, Learning Services is responsible for the administration of this administrative procedure.

Procedures

1. Intention to provide a home education program supervised by Foothills School Division
 - 1.1 A parent who intends to provide a home education program must develop, administer and manage the program.
 - 1.2 A home education program must enable a student to achieve outcomes that are appropriate to that program.
 - 1.3 Learning outcomes for students receiving home education programs that do not follow the Alberta Programs of Study are outlined in the Home Education Regulation.
 - 1.4 Each year, a parent who intends to provide a home education program must select activities that will enable the student to achieve the outcomes.

- 1.5 A home education program may follow the Alberta Programs of Study.
- 1.6 Where a home education program does not follow the Alberta Program of Study, the parent providing the program must certify that the activities selected will enable the student to achieve the outcomes.
- 1.7 The parent must provide the school division a written description of the program including list of activities to achieve outcomes, instructional methods and resources to be used, means of conducting evaluations on student's progress and the name of person instructing the home education program.
- 1.8 The school division must be notified of any significant changes to the home education program by the parent.
- 1.9 The school division may advise and provide assistance to a parent (if requested) in preparation of the written description of a home education program.

2. Evaluation of student progress

- 2.1 A parent providing a home education program to a student, must conduct an evaluation of the progress of the student at regular intervals and maintain a record of the methods and dates of those evaluations.
- 2.2 A parent must maintain dated samples of student work and a general record of the student activities.
- 2.3 A parent must be available, with the student, for a regular review of student achievement, as well as, to conduct an evaluation of the progress of the student by the Principal of Foothills Digital School at a time and place mutually agreeable.

3. The Principal of Foothills Digital School who supervises the home education program

- 3.1 Will make arrangements for the student to write provincial assessments.
- 3.2 Will conduct at least two evaluations of the progress of the student each year.
- 3.3 Will advise parents of student progress and provide recommendations on improvement in attaining higher levels of achievement.
- 3.4 Will facilitate student learning by offering assistance in providing a home education program, associated policies and administrative procedures, availability of services and resources and support maintaining student records.

4. The parent implementing the home education program

- 4.1 May receive 50% of the home education program funding received, to provide the home education program.
- 4.1 Must use the funding only for programs of study, instructional materials or other resources related to the home education program. Receipts showing how funds were spent must be provided to the school division.
- 4.2 Must not use funds for personal remuneration or to pay for travel costs or other expenses usually required to be paid by a parent of a student who is enrolled in school.
- 4.3 May choose to use distance learning materials. The school board is entitled to use the portion attributed to the parent to pay for those materials. (refer to AP 230 Use of Distributed Learning Programming)
- 4.4 May decline all or part of any funding offered.
- 4.5 Must return all instructional materials purchased with funding received (other than materials that cannot be used again), to the school division within one year following student completion of the course.

5. Termination of home education program

- 5.1 During the school year, the school division that is supervising the home education program may terminate the program by written notice to the parent if it is determined that the student is not making reasonable progress in achieving outcomes and/or the parent providing the program has not met the requirements of the Regulation. The school division will ensure the student has access to an education program deemed to be more appropriate for the student to achieve success.
- 5.2 A parent may terminate a home education program by providing written notice to the school division and enrolling the student in a school operated by the division.

Reference: Relevant Legislation and Regulations