

HOME SCHOOLING PROGRAM REQUIREMENTS

INDIVIDUALIZED HOME INSTRUCTION PROGRAM (IHIP)

1. Letter of Intent:

- a. Parent/guardian submits a Letter of Intent to educate a child at home by July 1st or within 14 days of starting home schooling once the school year has begun. This must be done every year. Please note residency within the school district and age of student will need to be verified.

2. Each IHIP shall contain:

- a. The child's, name, age and grade.
- b. List of the syllabi, curriculum materials, textbooks or plan of instruction for each required course.
- c. The dates for submission of quarterly reports, which should be spaced in evenly.
- d. The name of the individual(s) providing instruction; and
- e. If applicable, a statement that the child will be meeting educational requirements through full time study at a degree granting institution and identify the name of the institution and the subjects to be covered.

3. Quarterly Reports shall contain:

- a. The number of hours of instruction during said quarter. Attendance requirement is the equivalent of 180 days of instruction per year, with a total of 900 cumulative hours of instruction for elementary and 990 cumulative hours of instruction per year for grades 7th through 12th.
- b. A description of the material covered in each subject listed in the IHIP.
- c. Either a grade for the child in each subject or a written narrative evaluating the child's progress.
- d. A written explanation, if less than 80% of the course material as set forth in the IHIP planned for that quarter has been covered in any subject

4. Annual Assessment:

- a. An annual assessment is due on June 30.
- b. A NYS approved standardized achievement test shall be used for annual assessments in accordance with Section 100.10 regulations, however an alternative form of assessment may be used as follows:
 - i. For grades 1 – 3, a written narrative may be used.
 - ii. For grade 4 – 8 the written narrative may be used every other year, with a NYS approved standardized achievement test given the alternate year.

5. Other

- a. Attendance shall be maintained by the parent and be made available to the district. It is highly recommended that parents/guardians keep evidence of their programs and their child's achievement.
- b. Students who are home schooled throughout 12th grade do not receive a high school diploma from NYS. If desired, they may take the GED exam.

PLEASE REFER TO NYSED PART 100.10 HOME INSTRUCTION FOR ALL REGULATIONS

If you have any questions or need any forms, please call 516-887-8300 ext. 533.

ALL DOCUMENTATION CAN BE SENT TO:

**East Rockaway UFSD Office of Curriculum & Instruction
443 Ocean Avenue, East Rockaway, NY 11518**