

# ADMINISTRATIVE PROCEDURES

<b>SUBJECT:        Board Investigation of Home Schooling</b>
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Background:

It is the responsibility of the Lambton Kent District School Board to excuse children from attendance at school when home schooling is provided, in accordance with subsection 21(2), clause (a), of the Education Act. However, where a board has reasonable grounds to be concerned that the instruction provided in the home may not be satisfactory, the board should investigate the matter.

The Superintendent of Education responsible for Home Schooling will investigate the appropriateness of the program if:

1. The parent refuses to notify the board in writing of the intent to provide home schooling.
2. A credible report of concern is received from a third party with respect to the instruction being provided in the home.
3. Evidence is provided that the child was removed from attendance at school because of ongoing conflicts with the school, not for the purpose of home schooling.
4. There is a history of absenteeism by the child prior to the parent's notifying the board of the intent to provide home schooling.

The Superintendent or designate (generally the LKDSB Attendance Officers) will meet with the family or ask the parent to submit information about the home schooling in writing (Appendix A). In determining whether instruction is satisfactory, the following should be considered:

- 1) Is there a plan for educating the child?
- 2) Does the plan ensure literacy and numeracy at developmentally appropriate levels?
- 3) Are there plans for assessing the child's achievement?

If the Board is unable to determine from its investigation whether the child is receiving satisfactory instruction at home, it may take further action, in accordance with subsection 24(2) and/or section 30 of the Education Act. The Provincial School Attendance Counsellor will appoint an inquiry officer to conduct the inquiry.

If the inquiry determines that the student is not receiving satisfactory instruction and the Provincial School Attendance Counsellor orders that the student attend school, the school board must determine the appropriate action to be taken.

Implementation Date: November 13, 2002  
Revised: December 2008, February 2018

Reference: Policy and Regulation P-PR-211.1-18

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### Sample of Form for Gathering Information in an Investigation

Please complete this form and return it to the school board, along with the additional material requested below. If you need more space, attach additional sheets.

#### Program Planning

This section is intended to give the board information on your short- and long-range plans for your child's education.

Please describe your plan for your child's learning by answering the following questions:

Do you make instructional plans? YES  NO

Do you spend regularly planned instructional time with your child? YES  NO

Do you have a daily work schedule for your child's home schooling? YES  NO

If yes, please describe it.

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What subjects are you teaching?

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What do you expect to accomplish with your child in English, mathematics, and other subjects this year?

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**Instructional Program**

This section is intended to give the board information on the curriculum you follow.

Is your instructional program based on any of the elementary or secondary curriculum policy documents published by the Ontario Ministry of Education? YES  NO

If yes, please check the appropriate boxes below.

*Elementary Curriculum Policy Documents*

Language

Mathematics

Science and Technology

Social Studies/History and Geography

The Arts

Health and Physical Education

French As a Second Language

*Secondary Curriculum Policy Documents*

Please specify: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Note:* Ministry of Education curriculum policy documents and curriculum support material may be downloaded free of charge from the ministry's website, at <http://www.edu.gov.on.ca>. This material may also be obtained through Publications Ontario. Contact Publications Ontario by using its toll-free telephone number, 1-800-668-9938, or visit <http://www.edu.gov.on.ca/eng/publications/> for more information.

*Other Materials*

Please list any other curriculum documents that you use to help you design your instructional program.

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\_\_\_\_\_  
\_\_\_\_\_

**Instructional Activities**

This section is intended to give the board information on the types of planned activities that you provide for your child to help him or her meet the learning expectations you have established.

Please describe the typical activities you use to help your child learn. For example, what types of activities does your child do while learning English, mathematics, and other subjects? Please include samples of your child's work in each subject area.

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**Instructional Materials**

This section is intended to give the board information on the types of materials you use to help your child meet the learning expectations you have established.

Please indicate the resources you use to support your instruction.

Encyclopedias / reference books (please list):

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Textbooks:

English

Mathematics

Other subjects

Please list:

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Names of textbooks used:

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Supplementary materials used:

	<i>Very Often</i>	<i>Often</i>	<i>Seldom</i>	<i>Never</i>
Magazines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Newspapers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Science kits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Films	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Slides	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tape recordings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maps	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Charts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Models/mock-ups	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Television programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Radio programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Posters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Computer programs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Other supplementary materials (please specify):

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**Assessment of Student Learning**

This section is intended to give the board information on how you evaluate your child's progress in learning.

What techniques do you use to assess student learning? Please describe them.

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**Resources**

This section is intended to give the board information on the resources you use to support your instructional program.

Please indicate the community and other resources you use.

- Public library
- YMCA/YWCA
- Community centre
- Local gym facilities
- Public swimming pool
- Museums
- Art galleries
- Recreational/educational/social groups (e.g., Scouts, Guides)
- Nature interpretive centres
- Camping areas
- Youth groups  Please specify:

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Networking with other families that provide home schooling can offer valuable support. Please indicate if you are a member of any of the following provincial / national associations.

- Ontario Federation of Teaching Parents (OFTP)
- Ontario Christian Home Educators' Connection (OCHEC)
- Association of Canadian Home-Based Educators Connection (ACHBE)
- Catholic Home Schoolers' Association - Ontario
- Other organizations or groups  Please specify:

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**Other Information**

Please provide below any other information that would help the board determine whether the instruction is satisfactory.

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**Parent's/guardian's name:** \_\_\_\_\_

**Date:** \_\_\_\_\_