

**HOME OR OUT OF SCHOOL INSTRUCTION**

The Board of Education will provide home or out of school instructional services to pupils enrolled in the Pennsville School District in accordance with applicable State law and regulation, and the provisions of File Code 6173 "HOME OR OUT OF SCHOOL INSTRUCTION" subject to the following procedures and provisions.

**I. Parental/Guardian Request For Home Or Out Of School Instruction Due To A Temporary or Chronic Health Condition**

1. To request home instruction due to a temporary or chronic health condition, the parent/guardian must submit a written request for such services to their child's Building Principal that includes a written determination from the student's physician documenting the projected need for confinement at the student's residence or other treatment setting for at least ten (10) consecutive school days or fifteen (15) cumulative school days during the school year;
2. Upon receipt of the parent/guardian's written request, the Building Principal will forward the written request to the Supervisor of Special Programs or his/her designee;
3. The Supervisor of Special Programs or his/her designee will then forward the written request to the District's Physician, who will review the request and need for home instruction. In that capacity, the District Physician may contact the student's physician to secure additional information concerning the student's diagnosis or need for treatment. After completing his/her review, the District Physician will issue a written determination to the Supervisor of Special Programs that will either verify the student's need for home instruction or will provide reasons for denial of the request. The District Physician will complete his/her review and issue a written determination to the Supervisor of Special Programs within five (5) school days of his/her receipt of the request and need for home instruction; and
4. Within five (5) school days of the Supervisor of Special Education's receipt of the District Physician's written determination, the Supervisor of Special Education and/or his/her designee will send written notification to the student's parent(s)/guardian(s) notifying them of the District's Physician's verification or reasons for denial of the request.

**II. Providing Home or Out of School Instruction**

1. In the event the District Physician verifies the need for home or out of school instruction, the District will provide such services within five (5) school days after receipt of the District Physician's verification or, if verification is made prior to the student's confinement, during the first week of the student's confinement to the home or out-of-school setting; and
2. The home or out of school instructional services that are provided will comply with the standards provided by File Code 6173.

**III. Procedures for Home or Out of School Instruction**

- The Supervisor of Special Programs office will advertise in-house for certified staff to fill the need for the specific instructional services.
- Interested staff will apply.
- Referral and tracking sheet for hours of instruction are given to staff responsible for the home instruction.
- Staff will contact parent directly to set up days/times for instruction.
- Tracking sheets are turned into main office of school building for payment.
- Tracking sheet is then sent to Supervisor of Special Programs for verification of the hours of instructional services provided to student.
- When home instruction is complete, staff will notify the Supervisor of Special Programs.

Date: January 18, 1983

Date Revised: May 17, 1988

Date Revised: April 30, 2012

**Legal References:**

<p>N.J.A.C. 6A:14-1.1 <i>et seq.</i>          See particularly:          N.J.A.C. 6A:14-4.8, 4.9</p>	<p>Special education</p>
<p>N.J.A.C. 6A:16-4.3</p>	<p>Reporting, notification and examination procedures for students suspected of being under the influence of alcohol or other drugs</p>
<p>N.J.A.C. 6A:16-5.5</p>	<p>Removal of students from general education for firearms offenses</p>
<p>N.J.A.C. 6A:16-5.6</p>	<p>Removal of students from general education for assaults with weapons offenses</p>

N.J.A.C. 6A:16-7.1 <i>et seq.</i> See particularly: N.J.A.C. 6A:16-7.1, 7.2, 7.3, 7.4, 7.5, 7.6 and 7.10	Student Conduct
N.J.A.C. 6A:16-10.1 <i>et seq.</i> See particularly: N.J.A.C. 6A:16-10.1, 10.2	Home or Out-of-School Instruction
N.J.A.C. 8:61 1.1	Attendance at school by pupils or adults infected by Human Immunodeficiency Virus (HIV)

H.A. v. Board of Education Warren Hills Regional, 1976 S.L.D. 336

Plainfield Board of Education v. Cooperman, 105 NJ 587 (1987)

Somerset County Educational Services Commission v. North Plainfield Board of Education 1999 S.L.D. September 7

State in re G.S. 330 N.J. Super. 338 (Ch. Div. 2000)

**Possible  
Cross References:**

4112.2	Certification
5113	Absences and excuses
5114	Suspension and expulsion
5131	Conduct/discipline
5131.6	Drugs, alcohol, tobacco (substance abuse)
5131.7	Weapons and dangerous instruments
5134	Married/pregnant pupils
5141.2	Illness
6146	Graduation requirements
6164.2	Guidance services
6164.4	Child study team
6171.4	Special education
6172	Alternative educational programs
6173	Home or out of school instruction