

THE PUBLIC SCHOOLS OF BROOKLINE
OFFICE OF TEACHING AND LEARNING
Brookline, Massachusetts 02445
Phone: 617-730-2432 Fax: 617-264-6451

Home Education Program

In accordance with Massachusetts General Law Chapter 76, Section 1, and the Charles Decision of the Massachusetts Supreme Judicial Court, the Public Schools of Brookline recognize and honor the right of parents or guardians to educate their children at home. The following procedures have been developed to support parents/guardians through the Home Education process.

Step 1: Registration and Residency Verification

In accordance with the district's Policy regarding Home Instruction (Voted 9/24/91, #91-353; 12/17/91, #91-441; 11/29/18, #102), parents/guardians are required to register their student through the Office of Registration and Enrollment. To verify residency as part of the registration process, a parent/guardian will meet with a designee from the Office of Registration and Enrollment. The Office of Teaching and Learning will review Home Education Plans for students who are currently residing in Brookline.

Step 2: Notice of Intent to Pursue a Program of Home Education

Once the student is registered and residency is verified, a parent or guardian must complete and submit the *Notice of Intent to Pursue a Program of Home Education Form*. The development of the Home Education Plan is the sole responsibility of the parent/guardians. Completed forms should be sent to:

*Public Schools of Brookline
Office of Teaching and Learning
333 Washington Street, Fifth Floor
Brookline, MA 02445*

Step 3: Approval of Home Education Plan

The Office of Teaching and Learning will send an approval letter to inform families that their Plan has meet the requirements set forth by the Brookline School Committee.

Step 4: Student Progress

At the close of the Home Education Plan (typically June), the parent/guardian will provide evidence of student progress to the Office of Teaching and Learning. This can include journals, daily logs, portfolio, dated student work, or other method of assessment.

Additional Information

A student receiving education via a Home Education Program will not participate in any district, school or MCAS assessment. School activities and academic programs that take place as part of the school day instructional program are not accessible to students who are participating in a Home Education Program.

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Notice of Intent to Pursue a Program of Home Education

Complete this form and attach any additional information and submit it to the Office of Teaching and Learning.

A. Academic Year: _____

B. Name of Parents/Guardians: _____

C. Address: _____

D. Phone (day) _____ Phone (evening) _____

E. Student(s) Name (s):	Date of Birth
_____	_____
_____	_____
_____	_____
_____	_____

F. On a separate sheet of paper, please describe the instructional programs to be taught, including subjects and instructional supports to be used.

G. On a separate piece of paper, please describe the academic background, life experience and/or qualifications of those who will be instructing the children as they relate to the instructional program described in Section F.

H. Check the Method of Assessment to be used:
 Daily Logs, journals, progress reports, portfolio, or dated work
 Standardized test results
 Another method agreed upon by the Office of Teaching and Learning and Home Educator(s).

I. The following signature confirms the intent to provide a minimum of 900 hours of instruction at the elementary level and 990 hours at the secondary level.

Signature of Parent/Guardian

Date Submitted