

Arlington Public Schools makes available to all students a variety of opportunities to participate in rich and rigorous educational experiences. A parent/guardian of any child who will have reached the fifth birthday on or before September 30 of any school year and who has not passed the eighteenth birthday may elect to provide Home Instruction in lieu of school attendance. Parents/guardians must notify the Superintendent (c/o School Liaison for Home Instruction) annually in writing by August 15 of his or her intent to do so.

### **Qualification of Parents/Guardians**

Parents/guardians who elect to provide home instruction must meet one of the following qualifications:

1. Hold a high school diploma or higher credential;
2. Meet qualifications for a teacher prescribed by the Virginia Board of Education;
3. Provide a program of study or curriculum which may be delivered through a correspondence school or a distance learning program or in any other manner; or
4. Provide evidence that they are able to provide an adequate education for the student.

### **Evidence of Progress Requirements**

Parents/guardians who elect to provide home instruction shall provide the Superintendent, by August 1 following the school year in which the child received Home Instruction, with either (1) evidence that the child has attained a composite score in or above the fourth stanine on any nationally normed standardized achievement test or an equivalent score on the ACT, SAT or PSAT test or (2) an evaluation or assessment which in the division Superintendent determines to indicate that the child is achieving an adequate level of educational growth and progress, including (a) an evaluation letter from a person licensed to teach in any state, or a person with a master's degree or higher in an academic discipline, having knowledge of the child's academic progress, stating that the child is achieving an adequate level of educational growth and progress or (b) a report card or transcript from an institution of higher education, college distance learning program, or home-education correspondence school..

In the event that the parent/guardian does not provide the required evidence of progress, Home Instruction for the student may be placed on probation for one year. Parents/guardians must file with the Superintendent evidence of their ability to provide an adequate education for their child and a remediation plan. Upon acceptance of the evidence and the plan by the Superintendent, Home Instruction may continue for one probationary year. If the evidence and plan are not accepted or the required evidence of the progress is not provided by August 1 following the probationary year, home instruction shall cease and the parent/guardian shall make other arrangements for the education of the child which comply with state regulations.

### **Partial Enrollment for Secondary School Students Receiving Home Instruction**

High school students whose parent/guardians have elected to provide Home Instruction based on the Code of Virginia requirements may complete an application for partial enrollment in Arlington Public Schools on a part-time basis in up to two credit-bearing courses per school year on a space available basis with priority given to full- time students. Course enrollment shall be limited to core courses (English, mathematics, science, social studies, or world {foreign} language). However, partially enrolled students may enroll in Career Center courses consistent

with the tuition requirements of Arlington County residents not enrolled in the school system. Such students may also register for courses related to the Junior Reserve Officers' Training Corp as offered within Arlington Public Schools. Partial enrollment is limited to the student's attendance area school. Alternative and countywide programs are not an option for partially enrolled students on home instruction. Middle school students whose parents/guardians have elected to provide Home Instruction based on Code of Virginia requirements may also apply for partial enrollment in Arlington Public Schools on a part-time basis in up to two high school credit-bearing courses per school year on a space available basis with priority given to full-time students.

Partial enrollment is limited to the student's attendance area school. Alternative and countywide programs are not an option for partially enrolled students on home instruction.

Partially enrolled students will be eligible for regularly scheduled transportation services to school for classes that commence at the beginning of the school day. Students may use regularly-scheduled transportation from school if their classes are scheduled for the last period of the school day. Partially enrolled students must meet Office of Transportation Services eligibility guidelines to receive school transportation services.

Partially enrolled students are not eligible to participate in Arlington Public Schools sponsored and/or Virginia High School League designated school-sponsored athletics, student organizations, and clubs.

In the event that a partially-enrolled student fails to comply with registration, conduct, and course requirements, Arlington Public Schools reserves the right to limit or withdraw the opportunity for enrollment pending a conference with the parent/guardian, student, home school liaison and school administrator or designee. All partially-enrolled students must comply with all Arlington Public Schools policies including J-7.4 Student Code of Conduct.

Students in grades K through 6 electing to participate in Home Instruction are not permitted to partially enroll in Arlington Public Schools. However, any student receiving home instruction who is a resident of Arlington County may enroll on a tuition basis and under the same rules applicable to Arlington Public Schools students in any enrichment or extension programs such as the Summer School Program and the Extended Day Program.

### **Participation of Home Instruction Students in Standardized Testing**

Students engaging in Home Instruction may participate in the test administrations scheduled at the school within their attendance boundary for the Preliminary Scholastic Aptitude Test (PSAT). Students must register through their respective school's counseling office no later than the second Friday of September.

Advanced Placement (AP), Preliminary SAT/National Merit Scholarship Qualifying Test (PSAT/NMSQT), and PreACT examinations are available to students receiving home instruction. Arlington Public Schools will notify these students and their parents/guardians of the

registration deadlines for these tests and the availability of financial assistance to low-income and needy students to take such examinations.

Registration for Advanced Placement tests may also be done through the counseling office of a student's school (as determined by attendance boundary) no later than the second Friday of October of each school year. Registration for the PSAT//NMSQT must be done no later than the second Wednesday of September of each school year, and registration for the PreACT must be done no later than March 1.

Students who have elected to engage in Home Instruction are not eligible to participate in Standards of Learning (SOL) testing. Partially enrolled students who are enrolled in an Arlington Public Schools course for which an end-of-course Standards of Learning assessment is required must participate in that assessment in accordance with Arlington Public Schools Policy I-1.32 Standards of Learning.

#### **Transfer to or Re-enrollment in Arlington Public Schools from Home Instruction**

School-age students on Home Instruction may enroll or re-enroll in the Arlington Public Schools at any time.

Upon enrollment in Arlington Public Schools, students in grades K through 8 may submit a portfolio of work for review to determine grade or course placement as detailed in J-5.3.2 PIP-1 Home Instruction.

To receive high school credit towards a diploma from the Arlington Public Schools for courses taken while electing to participate in Home Instruction, students must be enrolled full-time in Arlington Public Schools. Upon enrollment in Arlington Public Schools, high school credit may be awarded for courses in which the student has received home instruction by completing assessments approved by the Superintendent or designee. An official record of course completion (transcript) will be kept for partially enrolled students. However, partially enrolled students on home instruction are not eligible to receive Arlington Public Schools diplomas or to participate in commencement activities. Transcript grade review and course placement procedures are detailed in J-5.3.2 PIP-1 Home Instruction.

#### **Appeals**

Decisions made under this policy may be appealed to the Superintendent or their designee. The appeal shall be submitted in writing, or by visiting the office of the Superintendent/designee and working with staff to complete an appeal. The Superintendent/designee will provide a written, clear, and timely response to the appeal that is consistent with the policy. Any party aggrieved by a decision of the Superintendent/designee may appeal that decision within 30 days to an independent hearing officer. The independent hearing officer shall be chosen from the list maintained by the Executive Secretary of the Supreme Court for hearing appeals of the placements of children with disabilities. The costs of the hearing shall be apportioned among the parties by the hearing officer in a manner consistent with their findings.

**References**

National Defense Authorization Act 10 USC 2031  
Code of Virginia § 22.1-254.1 and 22.1 253.13.2N  
Virginia High School League Regulations  
School Board Policy I-1.32 Standards of Learning  
School Board Policy J-7.4 Student Code of Conduct  
School Board Policy J-5.3.30 Admissions  
School Board Policy J-5.3.31 Full Day School Attendance  
Policy Implementation Procedure J-5.3.2 PIP-1 Home Instruction

**Policy Adoption and Revision History**

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