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HOMEBOUND POLICIES/GUIDELINES

The following policies/guidelines are provided to help the student derive the maximum benefit from the Homebound Program. Parent(s)/Guardian(s) are responsible for assisting their child by following the guidelines listed below. Failure to comply with any of the following could result in dismissal from the Homebound Program, in which case the student must return to school or be turned in for truancy.

1. A parent/guardian or another responsible adult, who is authorized by the parent or guardian, must be present in the home or other location during the entire instructional period. Homebound instruction will be received at the residence of the parent/guardian who requests the service. In certain situations, the homebound instruction may occur outside the home (i.e. library, police station, etc.) and must be approved by the Coordinator of the Homebound Program.
2. **A quiet, smoke-free environment** in which to work is to be provided. The area should be equipped with a table and chairs. The kitchen table is usually a good place to work, but distractions should be kept to a minimum. If the student is bedridden, a definite place near the bed must be arranged for teaching materials.
3. The student is to be prepared for school when the teacher arrives. The student is to have all books from school, supplies and previous homework completed. The teacher and student are not to be disturbed during the instructional period.
4. **The student's presence at the scheduled time is mandatory.** The Homebound Program adheres to Board Policy on attendance. Absences, both excused and unexcused, will be reported to the Attendance Department. Unexcused absences will result in zeroes for that week in all subjects. All excused absences require a doctor's note. Please do not schedule doctor appointments at the time the homebound teacher is scheduled. If there is an emergency and the student cannot be present for their homebound visit, the student or parent/guardian is to notify the homebound teacher prior to a scheduled visit. If you are unable to reach the homebound teacher, call the Homebound Coordinator at 949-3617.
5. If a pregnant student is placed on homebound due to complications, a Homebound Medical Form must be completed and signed by the physician verifying the need for homebound services. If the Medical Form is not obtained, the student is expected to return to school.
6. The Homebound Program is coordinated with the school, but cannot be compared to the regular classroom. Teachers meet with the students for three hours per week. The teacher attempts to cover the most important parts of the subject matter and give instruction/explanation as needed. It is essential for the student to meet with the teacher at the scheduled time and to complete all assignments. A regular program of study and preparation of lessons is required for each student. In addition to the three hours per week of instruction by the teacher, the student will be expected to complete assignments on his or her own time. Assignments must be completed prior to the homebound teacher's next scheduled visit. Failure to complete assignments by their due date may result in removal from the Homebound Program.
7. All work is evaluated by the classroom teacher. The Homebound Program follows the same grading policy adopted by the Sequatchie County Schools. Grades will be assigned by the teacher of record.
8. Most of the academic subjects can be taught at home; however, some subjects such as vocational education require the student to be in the classroom. Also, some advanced math, advanced science, and foreign language courses can only be continued at home if special arrangements are made with the classroom teacher, if the student is very capable, and if the placement on homebound is for a short period of time.
9. **Employment for students is prohibited while assigned to homebound. Such employment will result in the student being removed from the Homebound Program.**
10. The doctor recommends homebound services for a student who is unable to attend school due to serious illness or injury. **Therefore, the student placed on homebound should not return to his/her school, or any other Sequatchie County Schools, for any reason, including extracurricular activities (i.e. ballgames/sporting events, proms, banquets, dances, etc.) unless approved by the Coordinator of Homebound Services and the School Principal.** No homebound student can visit any Sequatchie County School to socialize with their friends. Attendance at such activities without prior consent may result in the student's removal from the Homebound Program.