
HOME-SCHOOLING PACKAGE
INFORMATION FOR PARENT(S)/GUARDIAN(S)

If you decide to instruct your child(ren) at home, you should be aware of the following information:

1. Instruction at home applies only to persons of compulsory school age as defined by the following excerpts from the *Education Act* section 21(1)(a) and (b).

Compulsory attendance

- 21(1) (a) Unless excused under this section, every person who attains the age of six years on or before the first school day in September in any year shall attend an elementary or secondary school on every school day from the first school day in September in that year until the person attains the age of 18 years; and
- (b) every person who attains the age of six years after the first school day in September in any year shall attend an elementary or secondary school on every school day from the first school day in September in the next succeeding year until the last school day in June in the year in which the person attains the age of 18 years.

When attendance is excused:

21(2) A person is excused from attendance at school if the person is receiving satisfactory instruction at home or elsewhere.

2. It is the responsibility of the Simcoe County District School Board (SCDSB) to excuse your child(ren) from attendance at school when satisfactory home-schooling is provided, in accordance with the *Education Act* section 21(2)(a). However, when the SCDSB has reasonable grounds to be concerned that the instruction provided in the home may not be satisfactory, the SCDSB shall investigate the matter. The following outlines the role of the Provincial School Attendance Counsellor:

Provincial School Attendance Counsellor

When the Provincial School Attendance Counsellor is of the opinion that the child(ren) should not be excused from attendance, the Provincial School Attendance Counsellor shall direct that an inquiry be made as to the validity of the reason or excuse for non-attendance and the other relevant circumstances, and for such purpose shall appoint one or more persons, who are not employees of the board that operates the school that the child(ren) has the right to attend, to conduct a hearing and to report to the Provincial School Attendance Counsellor the result of the inquiry and may, by order in writing signed by them, direct that the child(ren), be excused from attendance at school; or attend school, and a copy of the order shall be delivered to the SCDSB, and to the parent(s)/guardians of the child(ren).

Powers of Provincial School Attendance Counsellor

24(3) The Provincial School Attendance Counsellor has all the powers of a school attendance counsellor and may exercise such powers anywhere in Ontario.

3. All instructional materials, records, and expenses are the parent's/guardian's responsibility.
4. The Notification of Intent to Provide Home-Schooling form must be signed and returned to signify acceptance of these responsibilities and understanding of the procedure. (*Ministry Policy and Procedures Memorandum, PPM 131*), pg. 8)
5. Part-time home schooling
Parent(s)/guardian(s) may elect to home-school their child(ren) on a part-time basis and have their child(ren) attend school on a part-time basis. A schedule for the child(ren) shall be determined in consultation with the principal. Parent(s)/guardian(s) will consult with the principal to develop an in-school instructional program.
6. Enrolment registers
Students being home-schooled on a full-time basis will be removed from the school's register. Please contact the home school should you wish to re-register your child(ren). Where an Ontario Student Record (OSR) exists, it shall be retained at the school the child(ren) last attended.
7. Ministry of Education curriculum material
Parent(s)/guardian(s) who are providing home-schooling may download curriculum policy documents and curriculum support material produced by the Ministry of Education free of charge from the ministry's website at <https://www.ontario.ca/page/ministry-education>. This material may also be obtained through *Publications Ontario* at www.publications.gov.on.ca.
8. Access to the Education Quality and Accountability Office (EQAO) tests
Parent(s)/guardian(s) providing home-schooling may wish their child(ren) to participate in assessments for students in Grades 3, 6, and 9, and/or the Ontario Secondary School Literacy Test (OSSLT) (normally given to students in Grade 10), all of which are administered by the EQAO. The parent(s)/guardian(s) must contact the principal of the home school by Sept. 30 of the year in which the assessments/tests are being conducted for information about the dates, times, and locations. Parent(s)/guardian(s) who wish their child(ren) to participate in any of these assessments/tests will not be charged a fee either by the SCDSB or by the EQAO.

The SCDSB should provide space for these children at a local school at the time and dates the assessments/tests are being administered to the board's regular day school students. The school will request sufficient assessment/test materials from the EQAO so that the children who are receiving home-schooling can participate. The school will also inform the parent(s)/guardian(s) of the date, time, and location of the assessment/test. It is the responsibility of the parent(s)/guardian(s) to provide transportation for the child(ren) to and from the site.

The EQAO will send the results of children who are receiving home-schooling to the school where they participated in the assessment/test. Schools will send these children's results directly to the children's homes. The results of children who are receiving home-schooling will not be included in school and board reports generated by the EQAO or by the schools and/or boards.

Secondary school credit information

1. Credit for successful completion of a secondary school course may be granted only by a secondary school principal.

2. Prior Learning Assessment and Recognition (PLAR) applies to students who are being home-schooled.

a) Sections 6.6 and 6.7.2 and Appendix 8, *Equivalent Diploma Requirements, of Ontario Secondary Schools, Grades 9 to 12: Program and Diploma Requirements, 1999 (OSS)* will also apply to students enrolled in an Ontario secondary school, other than mature students (as defined in OSS), who are entering secondary school after having received home-schooling (PPM 131, pg. 5).

b) Equivalent credits

Students who register at an Ontario secondary school after home-schooling may be granted equivalent credits based on the principal's evaluation of their previous learning. This is in accordance with OSS sections 6.6, 6.7.2 and Appendix 8.

The total number of equivalent credits and the corresponding number of compulsory credits granted at the secondary school will be recorded on the student's Ontario Student Transcript (OST). The equivalent credits should be entered as a total, and the required items of information should appear as follows: 'Equivalent Credits' should be entered in the 'Course Title' column; 'PLE' in the 'Course Code' column; 'EQV' in the 'Percentage Grade' column; the total number of credits in the 'Credit' column; and the total number of compulsory credits in the 'Compulsory' column. This is in accordance with the *Ontario Student Transcript (OST) Manual, 2013*.

3. Access to Independent Learning Centre (ILC) courses

Parent(s)/guardian(s) who wish to enrol a child of compulsory school age in courses offered through the ILC may do so, provided that the parent(s)/guardian(s) have notified the SCDSB of the intent to provide home-schooling. To enrol the child with the ILC, the parent(s)/guardian(s) must submit the enrolment form to the ILC, along with a letter from the SCDSB indicating that the child is receiving home-schooling and is excused from attendance at school.

Notice of Intent to Provide Home-schooling
(For Students New to Home-schooling)

To: Principal of school

- If the child(ren) is currently registered at a Simcoe County District School Board (SCDSB) school, please submit the form to the principal of the current school within 14 school days of the last day of attendance.
- If the child(ren) is not registered at an SCDSB school, please submit the form to the principal of the home school within 14 school days from the first day of school.

Child's name (first and last) please print	Gender	Date of birth month/day/year	Last school attended for each child of compulsory school age

(please print)

Name of parent/guardian: _____

Home address: _____

City: _____ Postal code: _____

Telephone number: _____ Email address: _____

Custody: <input type="checkbox"/> both parents <input type="checkbox"/> joint <input type="checkbox"/> exclusive name: _____ other: _____
Is there a legal document that sets out custody and access to the student? <input type="checkbox"/> Y <input type="checkbox"/> N
Parent/guardian relationship to child(ren): _____

I/we understand it is my/our responsibility under the *Education Act* to provide satisfactory instruction for our compulsory school-aged child(ren) and do hereby declare our intent to do so.

I/we have read the attached Home-schooling Information Package for Parent(s)/Guardian(s).

I/we wish to notify the SCDSB that I/we will provide a satisfactory home-schooling program for our child(ren) starting in: *month*: _____ *year*: _____

I/we confirm that all information provided is accurate.

Signature of parent/guardian: _____

Date: _____

To be completed by principal:

Student wishes to enrol in Independent Learning Centre (ILC) courses.	<input type="checkbox"/> Y <input type="checkbox"/> N
Are there concerns with the student's attendance?	<input type="checkbox"/> Y <input type="checkbox"/> N
Has the student been referred to the attendance counsellor?	<input type="checkbox"/> Y <input type="checkbox"/> N
Is there evidence that the student is being removed from attendance due to ongoing conflicts with the school?	<input type="checkbox"/> Y <input type="checkbox"/> N
Has the student been suddenly withdrawn from school to be instructed at home and is there reason to believe that instruction at home is not the reason for withdrawal?	<input type="checkbox"/> Y <input type="checkbox"/> N
An in-school instructional program has been determined for part-time attendance.	<input type="checkbox"/> Y <input type="checkbox"/> N

Signature of principal: _____

School: _____

Letter of acknowledgement from superintendent of education has been issued

Parent(s)/guardian(s) intending to continue home-schooling for a child(ren) currently receiving satisfactory instruction at home are expected to provide notification each year, prior to Sept. 1, to the school board whose jurisdiction their child(ren) last attended school.

Notice of Intent to Continue to Provide Home-schooling
(For Students Currently being Home-schooled)

To: Simcoe County District School Board (SCDSB) superintendent of education

- If the child(ren) is currently being home-schooled, please submit the form to the SCDSB.

Child's name (first and last) please print	Gender	Date of birth month/day/year	Last school attended for each child of compulsory school age

(please print)

Name of parent/guardian: _____

Home address: _____

City: _____ Postal code: _____

Telephone number: _____ Email address: _____

Custody: <input type="checkbox"/> both parents <input type="checkbox"/> joint <input type="checkbox"/> exclusive name: _____ other: _____
Is there a legal document that sets out custody and access to the student? <input type="checkbox"/> Y <input type="checkbox"/> N
Parent/guardian relationship to child(ren): _____

I/we understand it is my/our responsibility under the *Education Act* to provide satisfactory instruction for our compulsory school-aged child(ren) and do hereby declare our intent to do so.

I/we have read the attached Home-schooling Information Package for Parent(s)/Guardian(s).

I/we wish to notify the SCDSB that I/we will provide a satisfactory home-schooling program for our child(ren) starting in: month: _____ year: _____

I/we confirm that all information provided is accurate.

Signature of parent/guardian: _____

Date: _____

Letter from superintendent of education has been issued