

HOMEBOUND INSTRUCTION PROCEDURES

The Pattonville School District and the Special School District of St. Louis County collaborate in the provision of homebound instruction for students eligible for such services. The following procedures shall be used to apply for such services.

Homebound applications are:

- required annually on every student unless the IEP committee has determined homebound education to be the appropriate programmatic placement for the child.
- approved on the basis of regulations of the DESE and Special School District requirements.
- initiated by the parents for medical and emotional issues.
- initiated by the SSD Area Coordinator when homebound is requested for a student with a disability because of suspension or expulsion.
- required to be signed by a MD, DO, psychiatrist or licenses psychologist.

The principal/guidance counselor will provide the parent a copy of the Homebound Application form. The counselor will complete the school information section and, for secondary students will specify the courses to be taught (generally the student is limited to two courses, however, this may be modified with the approval of the assistant superintendent for pupil services). The parent will complete the student information section of the form and request that the treating physician or psychologist sign the form, provide documentation of the need for the homebound instruction, provide a statement of how this diagnosis prohibits regular school attendance, and estimate the length of time homebound instruction will be required. After the parent returns the Homebound Application form, the guidance counselor will submit the application to the Homebound Office of the Special School District.

The Homebound Office of the Special School District will review the information and advise the school counselor or area coordinator of any additional information needed. If all information is provided, the Homebound Office will make arrangements for the teacher and begin the service.

Homebound instruction is considered a significant change of placement for a student with a disability. The IEP committee will review the need for this service and make its determinations consistent with the needs of the child.

Adopted: March 18, 2003