



# Northeastern Catholic District School Board

## HOME INSTRUCTION

Administrative Procedure Number: APE013

### POLICY STATEMENT

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The Northeastern Catholic District School Board (NCDSB) is committed to providing a quality, Catholic education to all of its registered students. The NCDSB also recognizes that from time to time, school attendance may be impossible for a student in the case of serious illness, injury, or extenuating circumstances. As such, a student may be eligible for home instruction in order to access fundamental elements of academic programming to support continued achievement of the Ontario Curriculum. It is understood that home instruction is a temporary measure to assist a student in making the transition back to regular school attendance.

### REFERENCES

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*Education Act*

Enrolment Register Instructions for Elementary and Secondary Schools

NCDSB Board Policy

E-13 Home Instruction

### DEFINITIONS

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**Home Instruction**

A short-term intervention for students who are unable to attend school due to serious illness, injury, or exceptional circumstance.

### PROCEDURES

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**1.0 APPLICATION PROCESS**

- 1.1 A Parent/Guardian, Physician, or School Principal shall make a request in writing to the Superintendent of Education using the form *Request for Home Instruction*.
- 1.2 Documentation shall be supplied by the applicant to confirm the reason why the student cannot attend school. If the request is being made due to medical illness or injury, a physician is required to complete the form *Medical Information to Support Application*.
- 1.3 The School Principal must be in agreement with the request to provide home instruction.
- 1.4 The Superintendent of Education will approve or deny the request for home instruction and communicate the decision with the School Principal.

