**PITTSGROVE TOWNSHIP SCHOOL DISTRICT**

**HOME INSTRUCTION AGREEMENT**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

**Student’s Name**

will participate in home instruction according to a schedule to be mutually agreed upon by the undersigned parent/guardian and home instructor. The parent/guardian and home instructor acknowledge that **an adult age 21 or older other than the home instructor must be present when home instruction services are delivered at the student’s home**.

Students on home instruction must meet with the home instructor according to the schedule agreed to by the home instructor and the parent/guardian. **Only parents/guardians may request that a home instruction session be canceled. Students may not request cancellation of home instruction sessions.** Please call the home instructor at least 2 hours before the scheduled HI time if your child must miss a session. Home instruction is intended to replace the instruction that would be delivered at your child’s school. Please use discretion in canceling sessions. **The attendance policy that applies when the student is in school also applies to home instruction.** Absences will not be excused without a doctor’s note. All unexcused absences will be reported to the student’s school.

The student’s school attendance office will be notified of all absences, excused and unexcused. For students under age 16, truancy procedures will be implemented after the 10th day of unexcused absence. Students age 16 and over will be dropped from roll. Grades for the marking period will be calculated according to the grading policy regarding unexcused absences.

If for any reason the home instructor is unable to attend a scheduled home instruction session, he/she will contact the parent/guardian as soon as possible to reschedule.

Home instruction for your child will be delivered either in the student’s home or a mutually agreed upon location.

**Attention Parents/Guardians**: **\*\*** If a student is placed on home instruction due to disciplinary issues, the student will not participate in school activities and will not be permitted on school grounds until they are dismissed from home instruction by the administrative staff. Activities include but are not limited to all sporting events, dances, field trips, graduations ceremonies, project graduation, etc.

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I, the undersigned parent/guardian, certify that I have read this agreement. I understand and agree to all provisions contained in this agreement.

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Parent/Guardian Date

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Student Date