

Denver Public Schools
Department of Student Services

Home-based Education Program (Home Schooling)

Who is Responsible?

Parents are responsible for annual notification to the school district of students under the age of sixteen who are participating in a home-based educational program, as specified in CRS 22-33-104.5. Parents assume responsibility for all aspects of the educational program, as defined below.

Notification of intent to home school is made to the Office of Student Records. The Director, Prevention and Intervention Initiatives reviews each notification to determine eligibility to continue in home schooling. The schools are then notified by the Office of Student Records.

Once notification has been received by the school, the student is withdrawn from active database status. The principal should review home school notifications.

Forms:

Notification of Home Student form or a letter of intent stating the name of the student, age, address, and the number of instructional contact hours per day.

Guidelines and Considerations:

Students are entitled to participate in home-based educational programs under the guidelines of Colorado State Law 22-33-104.5. Major points in the law include:

1. one hundred seventy-two (172) days of instruction per school year, with a minimum of four hours instructional contact daily.
2. annual notification to a school district by the parents of students age 7 – 16
3. testing/evaluation of students in grades 3, 5, 7, 9, and 11 as defined by law
4. students scoring at 13% or below, or determined not to be making satisfactory progress by an evaluator will be required by the school district to attend a public, independent, or parochial school until the next testing period.
5. parent must maintain records relating to home schooling, including immunizations, testing, and attendance.
6. a program consisting of, but not limited to communication skills of reading, writing, speaking, mathematics, history, civics, literature, science and regular course of instruction in the Constitution of the United States.
7. students returning to a public school may be tested for placement purposes.
8. parents may opt to have the student enrolled part time in a public school.
9. the Superintendent may require parents to produce all records if there is probable cause to believe the home school educational program is not in compliance with guidelines established by law.
10. books, materials, and curriculum, as well as required testing or evaluations are the responsibility of the parents; the district does not provide these to home school families.

Process:

The Office of Student Records receives notification of intent to home school from a parent. Once the notification is processed and it is established that the student is eligible to home school, a notification letter to the principal along with a copy of the notification form or letter of intent from the parent is sent to the principal of the student's address school. At that time, the school should enter a withdrawal code (46) for the student, if the student is listed on the database. Code 46 should be entered, utilizing a withdrawal date. In the case of a continuing

student, if testing were required, the testing results must be reviewed in order to determine the eligibility of the student.

The home schooling notification should also be shared with the records/attendance secretary and with the school's social worker.

A student enrolled in a public school as well as home school may be counted in the pupil count, if eligible. Such a student would be shown as active on the database, and code 46 would not be utilized.

Parents are responsible for meeting the testing/evaluation requirement. Results may be submitted to the Office of Student Records, or to a parochial or independent school. When results are not submitted to the school district office, the parent/guardian is responsible for notifying the office regarding the location of the test/evaluation results. A student will not be registered for home schooling the subsequent year if the requirement is not met.

The local school should keep a folder of all home school notification copies. Additionally, a copy of the notification should be placed in the student's cumulative file (if the student has attended Denver Public Schools) when the student is withdrawn. "Home school" and the date should be entered as the new school on the front of the cumulative record folder. The record should then be sent to the central records office.

Process for enrolling a previously home-based education student in Denver Public Schools

1. enrollment procedures are the same as for any other new or returning student.
2. student may be tested for placement purposes (both grade level and subject area at the high school level).
3. home school students must meet the same requirements for graduation as any other student in terms of residency, credits, and assessments.
4. grades (and credit at the high school level) are given only for those courses taken at an accredited high school or through an accredited correspondence program. In certain cases, it may be appropriate for the principal to recognize and allow credit from an unaccredited private school when it is known that the standards of the school are comparable. However, credits should not be allowed for "umbrella" or "independent" schools that are not truly schools that are attended on a daily basis by the "enrolled" students. The Principal and/or a counselor should determine the credits received.
5. in order for a home schooled high school student to receive credit for correspondence classes, the student must have been registered as a home schooler for the period of time represented. No more than two years of correspondence work may be applied to the transcript for credit towards the graduation requirement. The Principal and/or a counselor should determine the credits received.
6. GPA will be calculated using only credits that are allowed towards the graduation requirement or earned in the Denver Public Schools.
7. some home-schooled high school students will opt for obtaining a GED in lieu of a high school diploma; others will receive a "diploma" from an umbrella school; and some may receive a diploma from an accredited correspondence school. The Principal and/or counselor can work with the student in order to appropriately advise the student as to the best course-of-action for a particular situation.