



301 Old Highway 99
PO Box 4024
Tenino, WA 98589

www.teninosd.org
Phone: 360-264-3400
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Policy 3114P

Annual Declaration of Intent to Provide Home-Based Instruction

A parent who intends to cause his/her child or children to receive home-based instruction in lieu of attendance or enrollment in a public school, approved private school, or an extension program of an approved private school, *must file an annual Declaration of Intent to Provide Home-Based Instruction with the District Superintendent by **September 15 or within two weeks of the beginning of any public school quarter, trimester or semester (RCW 28A.200) in the format prescribed below:***

I do hereby declare that I am the parent, guardian, or legal custodian of the child(ren) listed below; that said child(ren) is (are) between the ages of 8 and 18 and as such are subject to the requirements found in Chapter 28A.225 RCW, Compulsory Attendance; I intend to cause said child(ren) to receive home-based instruction as specified in RCW 28A.225.010(4); and if a certificated person will be supervising the instruction, I have indicated this by checking the appropriate space.

School Year _____ ----- Optional Fields -----

Child(ren) Name(s):	Age:	Birth Date:	Grade:
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Check one of the following boxes:

- The home-based instruction will be supervised by a person certificated in Washington State pursuant to **Chapter 28A.410 RCW**.
- The parent will be providing home-based instruction.

Requirements to provide home-based instruction as listed in RCW 28A.225.010(4):

- ✓ The parent has earned 45 college-level quarter hours or the equivalent of in semester hours; **or**
- ✓ The parent has completed a course in home-based instruction at a post-secondary institution; **or**
- ✓ The parent has been deemed qualified by the superintendent of the district in which the student lives.

Will your child(ren) attend school part-time or receive ancillary services? (*Part-time is defined as receiving any instructional curricular service or activity; Ancillary services include, but are not limited to, counseling, psychological services, testing, speech and hearing therapy, tutorial services and sports activities.*)

- NO** **YES** (*If yes, please complete **Request for Part-Time Attendance or Ancillary Services form***)

By signing below, I declare that home-based instruction meets the requirements stated in **RCW 28A.410** or **RCW 28A.225.010(4)**. I also understand that **failure of a parent to comply with the duties (stated in RCW 28A.200.010) shall be deemed a failure of such parent's child to attend school without valid justification under RCW 28A.225.020.**

Signature*: _____ Date: _____

**By electronically signing this document you agree your electronic signature is the legal equivalent of your manual signature on this form.*

Printed Name: _____ Phone: _____

Street Address: _____

City, State, Zip Code: _____

Return to: Office of the Superintendent
Tenino School District
P.O. Box 4024, Tenino, WA 98589 or
Email to transfers@tenino.k12.wa.us

OFFICE USE ONLY: Part-Time: Sports Only Academic (Band-Orchestra-SpEd-Specialist-Other)
Running Start: Full Time Part-Time

Summary of Legal Requirements Related to Home-Based Instruction

RCW 28A.225.010 Instructional Program Content

Home-based schooling shall consist of "...planned and supervised instructional and related educational activities, including the basic skills of occupational education, science, mathematics, language, social studies, history, health, reading, writing, spelling and the development of an appreciation of art and music."

RCW 28A.200.010 Student Placement Upon Returning to Public School

At the time of a transfer to a public school from home-based instruction, the local school district may require that a standardized achievement test be administered to the child, and the district will determine appropriate grade and course placement of the student after consultation with the parent and review of the student's records.

RCW 28A.200 Parent Duties

- File annually a signed declaration of intent to provide home-based instruction;
- Ensure that test scores or annual academic progress assessments and immunization records, together with any other records that are kept relating to the instructional and educational activities provided, are forwarded to any other public or private school to which the child transfers;
- Ensure that a standardized achievement test approved by the state board of education is administered annual to the child by a qualified individual or that an annual assessment of the student's academic progress is written by a certificated person who is currently working in the field of education. The standardized test results or the annual academic progress assessment report shall be made part of the child's permanent records. If, as a result of the annual test or assessment, it is determined that the child is not making reasonable progress consistent with his or her age or stage of development, the parent shall make a good faith effort to remedy the deficiency.

****Failure of a parent to comply with the duties in this section shall be deemed a failure of such parent's child to attend school without valid justification under RCW 28A.225.020 and are liable for prosecution. Public school officials are required to report cases of noncompliance to the person designated as the enforcement officer of the truancy laws as stated in RCW 28A.225.***

RCW 28A.225.010 Instructional and Educational Activities Must Be:

- Provided by a parent who is instructing his or her child only and is supervised by a person certificated under **RCW 28A.410**. The supervision consists of and includes planning of objectives by the certificated person and the parent, a minimum each month of an average of one contact hour per week with the child being supervised by the certificated person, and evaluation of such child's progress by the certificated person. The number of children supervised by the certificated person shall not exceed 30; or
- Provided by a parent who is instructing his or her child only and who has either earned 45 college-level credit hours or equivalent in semester hours or has completed a course in home-based instruction at a post-secondary institution or a vocational-technical institute;
- Provided by a parent who is deemed sufficiently qualified to provide home-based instruction by the superintendent of the local school district in which the child resides.

More detailed information is available in a booklet entitled [Washington State's Laws Regulating Home-Based Instruction](#) available from the Office of Superintendent of Public Instruction (OSPI).



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REQUEST FOR PART-TIME ATTENDANCE OR ANCILLARY SERVICES

- From Private School Student
- From Student Receiving Home-Based Instruction

Name of Student _____ Birthdate _____ Grade _____

Student Address _____

City, State, Zip Code _____

Name of Parent(s)/Guardian _____

Phone (Home) _____ Phone (Cell) _____

Service or course requested and date(s) student would like to participate:

Service/Course: _____ Date(s): _____

Service/Course: _____ Date(s): _____

Service/Course: _____ Date(s): _____

Service/Course: _____ Date(s): _____

Other services requested: _____

Parent/Guardian Signature Date _____

Authorized School District Representative Date _____

If request is made by a private school student, please fill out the information below:

Name of Private School: _____

As the parent of _____, I attest that the services requested are not provided in the private school that my child attends.

Initials: _____

Return completed form to: Tenino School District Student Services
PO Box 4024, Tenino, WA 98589 or
Email: goldsmithm@tenino.k12.wa.us