



SPRINGFIELD PUBLIC SCHOOLS, S P R I N G F I E L D, M A S S A C H U S E T T S

HOME INSTRUCTION NOTIFICATION

In accordance with state law, no child may begin a home instruction program prior to its review and approval by the School Committee or Superintendent.

Please complete this form, attach all supporting documents and forward it to the Office of Instruction at Springfield Public Schools, 1550 Main Street, 2nd Floor, Springfield, MA 01103.

Application Date: _____ Date for beginning home instruction: _____

Name of Parent/Guardian(s): _____

Address: _____ Zip: _____ Phone number: _____

Name of student of compulsory attendance age (6-16) who will be educated at home, date of birth and current comparable public school grade level:

Name _____ D.O.B. _____ Grade _____
First Middle Name Last

ATTACHMENTS:

_____ Description of the academic background, life experience and/or qualifications of those who will be instructing the child(ren), as they relate to the instructional program described below; and

_____ Description of the proposed curriculum (including each subjects' scope, major goals and objectives), and schedule (including the number of hours of instruction); and

_____ Description of the educational materials and methods to be used; and

_____ Method of assessments to be used to ensure educational progress and attainment of minimum standards (An annual assessment of your child's progress is due June of each year to this office.)

_____ Your signature on this notification is your agreement that if this home instruction notification is approved, the School Department will receive an annual evaluation of your child's (children's) academic progress. Springfield Public Schools reserves the right to set guidelines and standards to insure that all children attain reasonable academic progress.

Parent/Guardian Signature: _____ Date Submitted: _____

(For Central Office Use Only)

Date Received: _____ Date Approved: _____ Date Denied: _____

Comments: _____

_____ Date Sent to the Parent Information Center: _____

September 2016