



P060, Home Instruction Policy: Phase 5

To: Governance and Policy Committee

Date: 29 May, 2019

Report No.: 05-19-3656

Strategic Directions

- Transform Student Learning
- Create a Culture for Student and Staff Well-Being
- Provide Equity of Access to Learning Opportunities for All Students
- Build Strong Relationships and Partnerships Within School Communities to Support Student Learning and Well-Being

Recommendation

It is recommended that the revised Home Instruction Policy (P060), Phase 5, as presented in this report, be approved.

Context

The Home Instruction Policy (P060) (Appendix A) is being reviewed in accordance with the policy review work plan approved by the Board of Trustees on June 21, 2017.

At the March 26, 2019 Governance and Policy Committee meeting, staff presented the revised Policy for consideration. As a result of discussion, the Committee referred the revised Policy to staff for further revisions, including 1) emphasis that home instruction is a short-term intervention, generally for up to three months; 2) reference to the Caring and Safe Schools Policy for direction regarding “refusal to admit”, as students who are on “refusal to admit” cannot participate in home instruction; 3) clarification to the age limit on home instruction in a manner that is consistent with the legislation. All revisions as directed by the Committee have been incorporated in the revised draft Policy (Appendix B).

The revised Policy supports the Board's commitment to providing home instruction services for all eligible pupils in accordance with the requirements of Ontario Regulation 298, Operation of Schools – General under the *Education Act*.

The revised Policy, Phase 5, is being presented to the Committee for consideration and approval.

Action Plan and Associated Timeline

Based on the Governance and Policy Committee's recommendation, this report will be presented to the Board of Trustees for final approval. Subject to the Board's approval, the revised Home Instruction Policy (P060) will be posted on the Board's public website and communicated to staff through System Leaders' Bulletin. Leadership, Learning and School Improvement staff will provide staff with training as appropriate.

Resource Implications

Not applicable.

Communications Considerations

The decision of the Board of Trustees will be communicated through the System Leaders' Bulletin.

Board Policy and Procedure Reference(s)

- Home Instruction Procedure (PR554)

Appendices

- Appendix A: Home Instruction Policy (P060) – Current
- Appendix B: Home Instruction Policy (P060) – Revised Track Changes

From

Kathy Witherow, Associate Director, Leadership, Learning and School Improvement at kathy.witherow@tdsb.on.ca or at 416-397-3069.

Toronto District School Board

Policy P.060 SCH

Title: **HOME INSTRUCTION**
Adopted: **May 25, 2005**
Revised:
Review:

1.0 OBJECTIVE

To establish the Board's commitment to providing home instruction for all pupils registered in its schools, in addition to the requirements of R.R.O. 1990, Reg. 298 (Operation of Schools - General)

2.0 DEFINITIONS

Home instruction Support at home for students registered in schools who are of compulsory school age and who are unable to attend for medical reasons

3.0 RESPONSIBILITY

Associate Director

4.0 POLICY

4.1. Home instruction services shall be provided to Kindergarten students who are registered in school

5.0 SPECIFIC DIRECTIVES

The Director is authorized to issue operational procedures to implement this policy.

6.0 REFERENCE DOCUMENTS

Operational Procedure PR.554 SCH: Home Instruction

R.R.O. 1990, Reg. 298 (Operation of Schools – General), s. 11 (11)

Toronto District School Board

Policy P060

Title: **HOME INSTRUCTION**

Adopted: May 25, 2005
Effected: May 25, 2005
Revised: [Insert new date]
Reviewed: [Insert new date]
Authorization: Board of Trustees

1.0 RATIONALE

The Home Instruction Policy (the ‘Policy’) was developed in support of the Board’s legislative duties and obligations under the *Education Act* and the corresponding Ontario Regulation 298 (Operation of Schools – General) to provide access to curriculum programming and/or remediation for students who are of compulsory school age (18 years old and below) and who are unable to attend school full-time for medical and/or social-emotional reasons. These reasons include short-term physical, long-term physical, and special circumstances. [Home Instruction is a short-term intervention, generally up to three months.](#)

2.0 OBJECTIVE

To establish the Board's commitment to providing home instruction services for all eligible pupils in accordance with the requirements of Ontario Regulation 298 (Operation of Schools - General).

3.0 DEFINITIONS

Board refers to the Toronto District School Board, which is also referred to as “TDSB.”

Home Instruction Services refers to short-term support at home for students from Kindergarten to 18 years of age who are registered in school and unable to attend for medical and or social-emotional reasons. [A pupil who turns 18 years old while participating in Home Instruction may request to continue participating in Home Instruction.](#)

Long-term Physical Circumstances refers to a long-term disability or illness (e.g., cancer treatment, brain injury) which prevents regular school attendance.

Short-term Physical Circumstances refers to a temporary physical condition (e.g., broken leg or surgery) which prevents regular school attendance.

Social-Emotional Reasons refers to a range of complex difficulties (e.g., severe anxiety, depression) which prevent regular school attendance.

Special Circumstances refers to social, emotional, behavioural or legal issues which prevent regular school attendance.

TDSB refers to the Toronto District School Board, which is also referred to as the “Board”.

4.0 RESPONSIBILITY

The Director of Education holds primary responsibility for overseeing this Policy. Within the Director’s Office, the responsibility for the day-to-day management and coordination of the Policy is assigned to the Associate Director: Leadership, Learning and School Improvement, and subsequently, the Centrally Assigned Principal: Leadership, Learning and School Improvement.

5.0 APPLICATION AND SCOPE

This Policy applies to all full-time students of compulsory age (~~from Kindergarten to 18 years of age~~ 18 years old and below) who are registered in school with the TDSB. A pupil who turns 18 years old while participating in Home Instruction may request to continue participating in Home Instruction. Home Instruction cannot be provided to students who are on a “Refusal to Admit”. Principals must follow the Caring and Safe Schools Policy (P051) for Refusal to Admit.

6.0 POLICY

- 6.1. Home instruction services may be provided with supporting medical documentation as per Ontario Regulation 298 for a maximum of three (3) months. A review, including new medical documentation, may be conducted to extend home instruction services.
- 6.2. Home instruction services will be provided to students of compulsory age (~~from Kindergarten to~~ 18 years of age and below) who are registered in a TDSB school but who are unable to attend school full-time for medical and/or social-emotional reasons. These reasons include short-term physical, long-term physical and special circumstances.
- 6.3. Home instruction services may be suggested by the school principal, or designate, after a student has been absent for 15 consecutive days.
- 6.4. Home instruction will not be permitted for students who are attending school on a part-time basis.

- 6.5. Home instruction services will not be provided to a student who is on a refusal to admit from their school. A student on a refusal to admit can attend a program offered through Caring and Safe Schools.
- 6.6. Only Ontario Certified Teachers (contract or occasional) employed by the TDSB may be eligible to provide home instruction services for TDSB students.
- 6.7. Home Instruction will occur face-to-face, when possible, and may occur outside of the school day (e.g., evenings, weekends).
- 6.8. Schools principals, or designates, are responsible for initiating the home instruction application.
- 6.9. Home instruction services are not credit granting. The decision to grant credits rests with the secondary school principal who will make the determination based on the student's achievement of the overall expectations of a given course.
- 6.10. Home instruction teachers will only be paid for hours of instruction.
- 6.11. Home instruction services will only be provided if a qualified teacher on the home instruction roster accepts the assignment.

7.0 SPECIFIC DIRECTIVES

The Director of Education is authorized to issue operational procedures to implement this Policy.

8.0 EVALUATION

This Policy is to be reviewed and updated as required, but at minimum, every four (4) years.

9.0 APPENDICES

Not Applicable

10.0 REFERENCE DOCUMENTS

Legislation:

- *Education Act*
- Ontario Regulation 298 (Operation of schools – General), s. 11 (11)

Policies:

- [Caring and Safe Schools \(P051\)](#)
- [Student Health Support \(P092\)](#)

Procedures:

- Home Instruction (PR554)

Blank Page