

Highlights of the Changes to the Home-based Education Program

1993-94 Regulations/Policy

2012 Regulations/Policy

General	
<ul style="list-style-type: none"> • Home-based Education Program Regulations, 1993, includes many details. • Home-based Education Policy Manual, 1994. • Parent Handbook, 1994, includes additional information. 	<ul style="list-style-type: none"> • Home-based Education Program Regulations, 2012, have been reorganized and includes fewer details. • Home-based Education Program: Revised Policy Manual, 2012, has also been reorganized, revised and includes most of the details.
Notice of Intent and Registration of Home-based Education Program	
<ul style="list-style-type: none"> • A registering official may require a conference with the parents before registering the home-based education program. 	<ul style="list-style-type: none"> • Failure of the parent to schedule or attend a pre-registration conference is not grounds for refusing to register a home-based education program. • The Notice of Intent and Registration Form includes: <ul style="list-style-type: none"> ○ A request for services from those provided by the board of education/conseil scolaire according to their policies. • At the time of notice in the written education plan, a parent may request to use a language of instruction, which is not English or French to a maximum of 50% of instructional time.

Services to Home-based Educators

- Boards of education/conseil scolaire shall provide the following services:
 - standardized test; and,
 - special needs assessment.

- Boards of education/conseil scolaire shall provide the following services:
 - home-based learner assessments (standardized achievement test and intensive needs assessments); and,
 - driver education.
- Boards of education/conseil scolaire may provide the following services:
 - access to learning resources;
 - support for earning secondary credits; and,
 - distance learning opportunities shall be provided in the same manner as provided to students in schools.
- Boards of education/conseil scolaire shall establish policies and procedures related to home-based education. They shall also provide consultative services, information that a registering official provides to the home-based educator and the home-based learner according to school division policy.

Monitoring

- A registering authority may require a conference following the annual progress report.

- Without the consent of the home-based educator, a registering authority may not supervise a home-based education program on site.
- A registering authority may request a conference; however, the home-based educator has the option of communicating in writing.

Permanent Records

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| <ul style="list-style-type: none">• A registering authority shall maintain a permanent record for each home-based learner. | <ul style="list-style-type: none">• The reason for collecting personal information and maintaining personal records is to monitor home-based education programs and provide requested services to the home-based learner.• Access to home-based learners' permanent records is detailed in policy and consistent with freedom of information and protection of privacy.• The transfer of a home-based learner's permanent record to a new registering authority or school shall be similar to the transfer of a student's cumulative record. A registering authority does not require permission from the parent/home-based educator to release the permanent record to another registering authority. |
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Written Education Plan

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| <ul style="list-style-type: none">• Parents are required to complete one notification form and one written educational plan per family. Each student is registered individually.• The written educational plan includes:<ul style="list-style-type: none">○ the reason and philosophical approach;○ the areas of study and the learning objectives for the student for the year;○ the educational activities, instructional methods and learning resource materials; and,○ the means of assessing and recording the educational progress of the student. | <ul style="list-style-type: none">• Parents are required to complete one Notice of Intent form and one Written Education Plan. However, home-based learners are registered on their own home-based education program.• The written education plan is focused on the outcomes of the home-based learner and includes:<ul style="list-style-type: none">○ the reason and philosophical approach;○ minimum of 3 broad annual goals in each of the 4 areas of study for each student;○ the means of assessing and recording the educational progress of each broad annual goal for each student in a |
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	<p>home-based education program; and,</p> <ul style="list-style-type: none"> ○ the services that the home-based educator intends to access from the services provided to home-based learners by the board of education/conseil scolaire.
<p>Portfolio of Work</p>	
<ul style="list-style-type: none"> ● A portfolio of work must include the following: <ul style="list-style-type: none"> ○ a periodic log that records educational activities; ○ samples of writings, worksheets and creative materials created by the home-based learner; and, ○ a summative record. 	<ul style="list-style-type: none"> ● A portfolio of work must include the following: <ul style="list-style-type: none"> ○ a periodic log; and, ○ one of the following for each of the broad annual goals: <ul style="list-style-type: none"> ○ a detailed summative record; ○ sufficient samples of work; or, ○ a summative record and samples of work. ● If a disagreement arises between the registering official and a home-based educator that leads to the dispute resolution process, the home-based educator may be required to provide the portfolio of work.
<p>Standardized Achievement Tests</p>	
<ul style="list-style-type: none"> ● If it is acceptable to the board of education/conseil scolaire, the parent may administer a standardized achievement test. However, the board of education/conseil scolaire is responsible for determining and interpreting the results of the test. 	<ul style="list-style-type: none"> ● The board of education/conseil scolaire shall accept home-based assessments, including standardized tests, that are administered and interpreted (according to the regulations and policies) by a home-based educator, or another person, at the expense of the home-based educator, provided that: <ul style="list-style-type: none"> ○ the home-based educator, or other person, meets the qualifications required by the specific assessment tool; and,

	<ul style="list-style-type: none"> ○ the home-based educator provides the registering authority evidence of the qualifications of the person administering and interpreting the assessment tool.
<p>Annual Progress Report</p>	
<ul style="list-style-type: none"> ● The annual progress shall include one of the following: <ul style="list-style-type: none"> ○ the summative record, periodic log and sufficient samples of work from the portfolio of work to enable the registering authority to assess the educational progress of the home-based learner; ○ the test results of the home-based learner who has taken a nationally normed standardized achievement test (by a qualified person or acceptable to the registering authority); ○ an educational assessment initiated by the home-based educator and prepared at the expense of the home-based educator by a person other than the home-based educator (who is qualified or is chosen by the home-based educator and is acceptable to the registering authority); or, ○ an educational assessment conducted in a manner determined by the home-based educator and acceptable to the registering authority. 	<ul style="list-style-type: none"> ● The annual progress report shall include one of the following: <ul style="list-style-type: none"> ○ the portfolio of work and with sufficient detail for the registering authority to assess the educational progress of the home-based learner; ○ test results of the home-based learner who has taken a nationally normed standardized achievement test administered according to Policy A.3.1; or, ○ test results of the home-based learner who has taken a nationally normed standardized achievement test administered by the home-based educator, or at the expense of the home-based educator, another person, provided that: <ul style="list-style-type: none"> ○ the home-based educator, or the other person, meets the qualifications required by the specific test; ○ the home-based educator provides the registering authority evidence of the qualifications of the person administering and interpreting the test; and, ○ the person administering the test provides the registering official with the results of the test and an interpretation of the results.

Improvement Plan

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| <ul style="list-style-type: none">• If the registering authority determines that a home-based learner is not making satisfactory educational progress, the registering authority shall request that a remedial instruction plan be developed and shall undertake more intensive monitoring. | <ul style="list-style-type: none">• If the registering authority determines that a home-based learner is not making satisfactory educational progress, the registering authority shall request that the home-based educator develop an improvement plan and shall undertake more intensive monitoring.• When an improvement plan is established, the plan should include but not be limited to:<ul style="list-style-type: none">○ the particular outcomes that the improvement plan is intending to address;○ how and when the home-based learner's progress will be assessed;○ the reporting and communication plan with the registering official; and,○ the time period of the improvement plan (determined by the home-based educator and acceptable to the registering authority).• In order to develop an improvement plan, the board of education/conseil scolaire shall provide an opportunity for the home-based educator to partner with:<ul style="list-style-type: none">○ the registering authority or other official; or,○ another person, determined by and at the expense of the home-based educator. |
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Cancellation of a Home-based Education Program

- A registering authority may cancel the registration of a home-based education program where the home-based educator has refused to schedule or attend a conference with an official who is monitoring the program.
- Failure of the parent to schedule or attend a conference is not grounds to cancel a home-based education program.

Dispute Resolution Process

- Regulation 17 outlines a dispute resolution process to review disagreements that establishes a committee of 2, one nominated by the home-based educator and one by the board of education.
- The home-based educator may appeal the committee's decision to the board of education.
- When a home-based education program is registered with the Ministry of Education and there is a disagreement, the home-based educator may make oral or written submissions to the Minister, or his or her designate, to make a decision.
- If there is a disagreement, the home-based educators may:
 - access the registering authority's conflict mediation process, according to section 148 of *The Education Act, 1995* regarding any matter related to their home-based education program; and/or,
 - request a Minister's Review if the disagreement is related to:
 - the written education plan;
 - monitoring;
 - an improvement plan;
 - the intent to cancel a program; or,
 - any home-based learner assessment.

Registering with the Ministry of Education

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| <ul style="list-style-type: none">• Registering with the Ministry is a transitional arrangement, for an unspecified period of time, during the transition of the new legal framework for home-based education.• Parents may send their notification form and written educational plan to the Ministry and provide compelling reasons for doing so.• The Ministry's registering official shall attempt to encourage the development of mutually beneficial relations between the parents and their board of education to eliminate the reasons for registering with the Ministry. | <ul style="list-style-type: none">• Where a board/conseil scolaire complies with the recommendations made by the review, and even though the relationships between the home-based educator and board/conseil scolaire may be strained, the parent does not have the option of registering with the Ministry of Education.• When the board/conseil scolaire does not implement the recommendation(s) of the Minister's Review, the parent has a compelling reason to register with the ministry. |
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