

NOTICE OF INTENT TO PROVIDE HOME INSTRUCTION

INSTRUCTIONS: Complete this form fully, including your signature, description of the curriculum limited to a list of subjects to be studied for each child during the coming year and any other required supporting documents, and send to **Martinsville City Public Schools via email: fpreston@martinsville.k12.va.us**, Fax: 276-403-5826 or Mail 746 Indian Trail, Martinsville, VA 24112.

I hereby certify that I am the parent or guardian of the child or children listed below, that I intend to teach the child or children at home during the coming school year in lieu of school attendance in accordance with § 22.1-254.1 of the *Code of Virginia*, and that the information I am providing is true and correct to the best of my knowledge and belief.

Name(s) of Child(ren)	Gender	Date of Birth	Grade Level for the _____ - _____ School Year	MCPS Base School
1.				
2.				
3.				
4.				

I hereby certify that I am eligible to provide home instruction under Virginia law because **(CHECK ONLY ONE)**:

- I have a high school diploma or a higher credential.** *(Attach a copy of the parent’s high school diploma, transcript showing graduation, or a higher credential (e.g. a certificate, an associate’s degree, a bachelor’s degree, a master’s degree, or a doctorate) and a description of curriculum to be studied for each child during the coming year.)*
- I have the qualifications prescribed by the Board of Education for a teacher.** *(Attach a copy of your current valid Virginia teaching certificate or statement of eligibility from Virginia Department of Education and a description of the curriculum limited to a list of subjects to be studied for each child during the coming year.)*
- I have provided a program of study or curriculum which is to be delivered through a correspondence course or distance learning program or in some other manner.** *(Attach proof of enrollment from the institution showing school’s name and address for each child: child’s name, the term(s) for which enrolled, and the courses in which enrolled. If you choose to provide a program of curriculum in some other manner as specified in the Code of Virginia <https://law.lis.virginia.gov/vacode/22.1-254.1/>, a list of subjects to be studied for each child during the coming year must be submitted.)*
- I have attached to this notice a statement which describes why I am able to provide an adequate education for my child(ren).** *(Attach a description of the curriculum limited to a list of subjects to be studied for each child during the coming year.)*

Upon request of the Division Superintendent, I will submit documentary proof of immunization, medical contraindication certified by a licensed physician, or affidavit attesting that the administration of immunizing agents conflicts with our religious tents or practices.

I understand that by August 1 following this school year, I must provide evidence of educational achievement in one of the following ways, as prescribed in § 22.1-254.1 of the *Code of Virginia*, which defines the requirements for home instruction:

1. Evidence that the child has attained a composite score in or above the fourth stanine on any nationally normed standardized achievement test; or an equivalent score on the ACT, SAT, or PSAT test;
- or**
2. An evaluation or assessment which the school division superintendent determines to indicate that the child is achieving an adequate level of educational growth and progress, including but not limited to: (a) an evaluation letter from a person licensed to teach in any state, or a person with a master’s degree or high in an academic discipline, having knowledge of the child’s academic progress, stating that the child is achieving an adequate level of educational growth and progress; or (b) a report card or transcript from a community college or college, college distance learning program, or home education correspondence school. I also understand that if the required evidence of progress is not provided, Virginia law provides for a one-year probationary period. Parents or guardians shall file, with the Division Superintendent, evidence of their ability to provide an adequate education for their child or children and a remediation plan that indicated that their program is designed to address any educational deficiency.

Parent/Guardian Name

Parent/Guardian Signature

Address

City

State

Zip

Date

Telephone

Email

****If you suspect that your child has a disability and need more information about Special Education services, please call the Executive Director of Special Education and Student Services at 276-403-5856.**