



Home & Hospital Instruction Policy

Policy & Purpose

The purpose of the Home and Hospital Instruction Policy is to provide a continuation of academic instruction and support to students who a licensed medical provider anticipates will temporarily be unable to participate in regular classroom instruction as a result of a health condition.

Home and/or hospital instruction make it possible for students with health conditions to complete academic work in core subjects while unable to regularly attend school, and then transition upon their ability to return.

Any KIPP DC student who a licensed medical provider has determined will be absent or anticipates the student will be absent for 10 or more consecutive or cumulative days due to a documented health condition is eligible for home and hospital instruction. Home and/or hospital instruction as defined in this policy is not appropriate to compensate for absences related to family care or illnesses.

A parent or guardian, unless the student is 18 or older, should contact the Associate Director of Health to request home or hospital instruction and to obtain an application. The Home and Hospital Instruction application packet must be submitted according to the instructions in the application.

Instruction will be provided to eligible students based on their licensed medical provider's recommendations as outlined in the medical certification of need. Instruction is limited to core academic subjects.

Eligible students will remain enrolled at KIPP DC and their eligibility will not result in enrollment into KIPP DC's virtual learning program. KIPP DC will document the student's attendance as present, unless the student is not engaged in instruction as required, which will result in the student being marked absent.

Qualification for Services

To qualify for home and hospital instruction, the student:

1. must be currently enrolled at KIPP DC;

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2. has been diagnosed with a health condition and a licensed medical provider verifying medical necessity for home or hospital instruction;
3. has missed or is expected to miss ten (10), or more, consecutive or cumulative days of school;
4. Is consistently unable to attend school on a regular basis or is unable to attend at least half the school day due to a documented medical condition.

Services will commence no later than five (5) school days following the approval of the complete application and review of required documents (See Homebound Instruction Packet.) Instructional services will extend for 60 calendar days or through the estimated duration of the student's health condition as defined in the medical certification of need, whichever time period is less. A parent or guardian may request an extension of services for no more than 60 calendar days at a time by submitting a medical *recertification* of need at least five (5) calendar days before the desired extension begins.

The medical certification of need includes, but is not limited to a statement from the licensed medical provider on the student's diagnosis, anticipated absences and duration of student's condition, and the needed start date of services. KIPP DC reserves the right to contact the medical provider to verify the submitted medical certification of need and/or to discuss accommodations that would allow the student to remain in school.

Students receiving homebound instruction may not work or participate in extracurricular activities, nonacademic activities (such as field trips), or community activities unless approval of these activities are specifically outlined in the student's medical certification of need or the Individualized Education Program (IEP) (if applicable).

Description of Instruction

Upon approval, KIPP DC will develop a written plan of instruction to detail the schedule of services, when instruction will be virtual and/or in person, where instruction will be delivered, and hours of direct/in-person instruction as determined in the medical certificate of need. Direct instruction may take place in the student's home or other agreed-upon appropriate public location (e.g.: school, library, or classroom in a recreational center). If instruction takes place in the home, a person 18 years of age or older must be present during the entirety of the instructional period.

Direct instruction may also be provided virtually with a parent or guardian's consent. However, consent for virtual instruction is not required when there is a public emergency, a verifiable

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safety concern, if the student or household member is diagnosed with a communicable disease, or when the student is receiving medical treatment outside of the District of Columbia.

Selection and Responsibility of Instructors

For homebound students, KIPP DC may provide instruction through an external provider or computer-based service provider. Once an instructor is assigned, they will coordinate with the parent or guardian to arrange instruction dates, times, and locations. For hospitalized students, KIPP DC will coordinate with the hospital to identify appropriate instruction delivery.

Considerations for Students with Disabilities

Students with disabilities have rights and protections under Section 504 and the Individuals with Disabilities Education Act (IDEA). If a student with a disability is found eligible for home or hospital instruction, the responsibilities for planning, implementing, and monitoring the academic program remain with the student's IEP or 504 team.

Appealing Home and Hospital Decisions

If your request for home and hospital instruction is denied, you have the right to appeal the decision to DC's Office of the State Superintendent of Education (OSSE) who oversees the appeals process for denials of home and hospital instruction. KIPP DC may deny an application for home or hospital instruction only if the application or a medical certification of need is missing or incomplete. Therefore, appeals are limited to instances where the parent or guardian asserts that the application and medical certification or recertification are complete. **To submit an appeal to OSSE, complete the Home and Hospital Instruction Appeal form located [here](#)** and submit within **10 calendar days** of receipt of KIPP DC's denial decision. Upon submission, OSSE will send an email confirmation of your submission and a member of OSSE's staff will contact you with next steps.

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To Be Completed by Parent or Guardian

I have reviewed and understand the KIPP DC Home and Hospital Instruction Policy. I understand that services will not begin until all components of the Homebound Instruction Packet have been submitted to and approved by the Associate Director of Health. I have been provided with a copy of this policy and the Homebound Instruction Packet.

Student Name: _____

Student Date of Birth: _____

Print Parent or Guardian Name: _____

Sign Parent or Guardian Name: _____

Date: _____

Date Received: _____

Parent Provided with Copy of Home & Hospital Packet on _____

Print School Staff Name: _____

Sign School Staff Name: _____