

## Home School Intent Form

Dear Parent/Guardian,

If it is your intent to pursue Home Schooling for your child, North Union Local Schools asks that you complete the following steps listed below.

1. Complete the bottom portion of this letter with the Intent to Home School and return to the Superintendent of the North Union Local School District.
2. Complete the Ohio Department of Education Home Education Notification Form and return to the following address within 10 business days.

(If the paperwork is not filed within 10 days, truancy charges may be filed).

North Central Ohio Educational Service Center (NCOESC)

Attention: Cathy Shade

333 E. Center St.

Marion, Oh 43302

Once you have completed the steps listed above you will be contacted by the Home School Coordinator from North Central Ohio Educational Service Center. Upon the approval of the curriculum, North Central Ohio ESC will contact North Union and at that point your child will be properly withdrawn.

Please note that as the District of Residence, North Union Schools are here for the educational needs of your child/children. We respect your choice to home school your child/children and wish you much success in your endeavors. Please feel free to contact North Union at any time with any questions regarding your child's educational needs.

## Home School Intent Form

Student's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Parent/Guardian: \_\_\_\_\_

Grade: \_\_\_\_\_ DOB \_\_\_\_\_

School Building of Resident: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

**HOME EDUCATION NOTIFICATION FORM  
3301-34-02 STATEMENT OF PURPOSE**

The purpose of the rules in this chapter is to prescribe conditions governing the issuance of excuses from school attendance under section 3321.04 of the Ohio Revised Code, to provide for the consistent application thereof throughout the state by superintendents, and to safeguard the primary right of parents to provide the education for their child (ren). Home education must be in accordance with the law.

**3301-34-02 NOTIFICATION**

(A) A parent who elects to provide home education shall supply the following information to the superintendent of the public school district where the parent resides:

1. School year for which notification is made: \_\_\_\_\_
2. Name of parent: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ OHIO Zip Code \_\_\_\_\_  
 Telephone number: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_
3. Name, address and telephone number of person (s) who will be teaching the child subject set forth in paragraph (A) (5) of this rule, if other than the parent:  
 Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ OHIO Zip Code \_\_\_\_\_  
 Telephone number: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_
4. Full name and birth date of child (ren) to be educated at home:  

First Name	Middle Name	Last Name	Date of Birth 00/00/0000
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
5. Assurances:

Assurance that home education will include the following, except that home education shall not be required to include any concept, topic, or practice that is in conflict with sincerely held religious beliefs of the parent: (a) Language, reading, spelling and writing; (b) Geography, history of the United States, and Ohio, and national, state and local government; (c) Mathematics; (d) Science; (e) Health; (f) Physical education; (g) Fine arts, including music; and (h) First aid, safety and fire prevention.

(6) *Assurances Continued*

- Brief outline of intended curriculum for the current year. Such outline is for informational purposes only.
- List of (a) textbooks; (b) correspondence courses; (c) commercial curricula; or (d) other basic teaching materials that the parent intends to use for home education. Such list is for informational purposes only.
- Assurance that the child will be provided a minimum of nine hundred hours of home education each school year.
- Assurance that the home education teacher has one of the following qualifications: (a) A high school diploma; or (b) The certificate of high school equivalence; or (c) standardized test scores that demonstrate high school equivalence; or (d) Other equivalent credential found appropriate by the superintendent; or (e) Lacking the above, the teacher must work under the direction of a person holding a baccalaureate degree from a recognized college until the child's or children's test results demonstrate reasonable proficiency or until the home teacher obtains a high school diploma or a certificate of high school equivalence.
- The parent (s) shall affirm the above information supplied with his or her signature prior to providing it to the superintendent.

\_\_\_\_\_  
Signature of Affirmation by the Parent

\_\_\_\_\_  
Date

**3301-34-04 Academic Assessment**

- (A) The parent (s) shall send to the superintendent an academic assessment report of the child for the previous school year at the time of supplying subsequent notification.
- (B) The academic assessment report shall include one of the following:
  - (1) Results of a nationally normed, standardized achievement test; or
  - (2) A written narrative prepared by a certified teacher or a person mutually agreed upon by the parents (s) and the superintendent, indicating that a portfolio of the child's work has been reviewed by that person and that the progress demonstrated for the year is in accordance with the child's abilities; or
  - (3) An alternative academic assessment mutually agreed upon by the parent and superintendent.

**SEND THIS COMPLETED HOME EDUCATION NOTIFICATION FORM  
TO YOUR LOCAL RESIDENT PUBLIC SCHOOL DISTRICT SUPERINTENDENT**

# Academic Assessment Report\*

Ohio Administrative Code (OAC) 3301-34-04

## Option #2 – Written Narrative

- (A) The parents shall send to the superintendent an academic assessment report of the child for the previous school year at the time of supplying subsequent notification.
- (B) The academic assessment report shall include one of the following:
- (2) A written narrative indicating that a portfolio of samples of the child's work has been reviewed and that the child's academic progress for the year is in accordance with the child's abilities.
- (a) The written narrative shall be prepared by:
- (i) a licensed or certified teacher, holding a valid Ohio teaching certificate (*excluding* the non-tax certificate issued under Ohio Revised Code 3301.071); or
  - (ii) another person mutually agreed upon by the parent(s) and the superintendent.

Ohio Rev. Code Ann. § 149.43 (B) (1) states that "all public records shall be promptly prepared and made available for inspection to any person at all reasonable times..." Federal educational privacy statutes (FERPA) protect students who attend federally funded institutions, but home school records do not fall under any express exemption. This form satisfies Ohio law without compromising student privacy.

### Accordingly:

I hereby attest that a portfolio of samples of \_\_\_\_\_'s work  
(child's name)

was reviewed by me for the 20\_\_\_\_ - 20\_\_\_\_ academic year and is in accordance with

his/her abilities.

\_\_\_\_\_  
Signature of Assessor

The assessment was reviewed by (check one):

- \_\_\_\_ (i) a licensed or certified teacher, holding a valid Ohio teaching certificate (*excluding* the non-tax certificate issued under Ohio Revised Code 3301.071); or
- \_\_\_\_ (ii) another person mutually agreed upon by the parent(s) and the superintendent.

\*form optional