

Alberta Home Education Programs – Rights and Responsibilities

In this chart, “associate” refers to the associate school board or the associate private school.

	The Student	
	The Parent	The Associate
	<ul style="list-style-type: none"> Responsible for meeting learning goals 	
PROGRAM PLANNING	<ul style="list-style-type: none"> Decides which programs and curriculums they will be teaching for the year Plans activities related to the chosen programs and curriculum 	<ul style="list-style-type: none"> Provides advice about program options Advises parent about services and resources provided to home educators and students
NOTIFICATION	<ul style="list-style-type: none"> Completed and send the Home Education Notification Form to Lighthouse Christian Academy <p>The earlier the form is completed and sent, the better. Deadline for completion is September 30</p>	<ul style="list-style-type: none"> Accepts the completed Home Education Notification Form and provides a response of acceptance or rejection within 15 days At parent’s request, assists home educator in the preparation of the written description of the program Notifies parent about the implications of a particular choice in the granting of high school credits or eligibility to receive a high school diploma Notifies parent about the financial support available through current provincial guidelines
INSTRUCTIONAL MATERIALS	<ul style="list-style-type: none"> Discusses policies for buying instructional material with associate before purchase (Home Education Program Plan) Furnishes receipts for materials and learning resources purchased Returns reusable instructional resources to associate upon request 	<ul style="list-style-type: none"> Develops a home education funding policy Receives funding from province for home education students Provides funds to parent for purchase of instructional material- at least 50% of provincial funding Collects parent’s receipts from the parent’s purchase of instructional material Requests return of reusable instructional resources if desired
PROGRAM MANAGEMENT	<ul style="list-style-type: none"> Administers and manages the home education program Agrees on specific times for visits of teacher from the associate Regularly updates program plans to respond to the student’s emerging program needs Informs associate about significant changes to plans 	<ul style="list-style-type: none"> Agrees on specific times for at least two visits by a certificated teacher for review of plans and evaluation files Provide the parent with access to copies of all policies of changes of policies respecting the supervision of home education programs

	The Parent	The Associate
EVALUATION	<ul style="list-style-type: none"> Evaluates the progress of a student at regular intervals; maintains a collection of student work with the 	<ul style="list-style-type: none"> Conducts at least two evaluations of student progress during the school year

	<p>date completed; keeps records of evaluation with dates</p> <ul style="list-style-type: none"> • Discusses evaluations with associate's teacher at scheduled meetings • Ensures that the child is available so that the teacher from the associate may evaluate the progress of the child; • Optional – discusses with associate the option for students to write grade 6 and 9 provincial achievement tests 	<ul style="list-style-type: none"> • Reviews the parent's evaluation records • Ensure that students who are at the equivalent of grade 6 or 9 have the opportunity to write the provincial achievement tests; records results of tests on appropriate form; informs parent of results • Recommends actions that will help the student reach a higher level of achievement • Maintains student records and makes them available to parent
PROGRAM ASSESSMENT	<ul style="list-style-type: none"> • Decides how well the home education program is working for the student • If parent may decide to end the program, choose another education program or enroll elsewhere and must provide written notice to Lighthouse Christian Academy. 	<ul style="list-style-type: none"> • Decides how well the home education program is working for the student • May end a home education program and offer an alternative if assessment indicates a lack of student progress or if parent is non-compliant with the Home Education Regulation

I have read the Rights and Responsibilities and agree to all of the terms and conditions set forth. I understand that it is my responsibility to ensure that learning is taking place and that proof of this is exemplified through completion of a program plan and two assessments completed in the home with the facilitator during the two in-home visits. Lighthouse Christian Academy has the right to withhold funding if this requirement has not been met.

Printed Name

Signature

Date

Principal's Signature