

## Administrative Guideline- Public Consultation Invitation

<b>Title:</b>	Home Instruction
<b>Status:</b>	Existing Administrative Guideline (Revised)
<b>Responsible Superintendent:</b>	SO Smylie
<b>Date feedback collection opens:</b>	November 21, 2025
<b>Date feedback collection closes:</b>	December 20, 2025
<b>Contact:</b>	<p>Please provide feedback using this link:</p> <p><u><a href="#">Home Instruction Administrative Guideline – Fill out form</a></u></p>

As part of Near North District School Board's (NNDSB) strategic commitment to Excellence in Communication, the board is inviting all stakeholders to provide input regarding this Administrative Guideline.

Feedback will be collected for 30 days, exclusive of board holidays. Feedback and requests for accessible document versions can be made by contacting the address listed above.

At the close of the public collection period, the document will be removed from the "Under Review" section of the website so the responsible Superintendent can develop the final version.

Once approved by NNDSB's Executive Council, the Administrative Guideline will be added to the list of Administrative Guidelines on the website [here](#).

Thank you for taking time to provide your comments.

**Title:** Home Instruction

**Effective Date:** November 18, 2025

**Responsibility:** Superintendent of Schools and Program

### **1.0 Rationale**

Home instruction is provided by the Near North District School board when a student has to be absent from school because of illness or injury due to medical reasons.

### **2.0 Purpose**

Home instruction allows students who are at home due to illness, including illness related to mental health, or injury, to continue accessing education. Typically, the board will provide 3-5 hours per week. The amount of home instruction to be provided will be based on the student's best interests, what content can be reasonably delivered through home instruction and the availability of qualified teachers to provide the home instructions. Home instruction could take place at a location determined by the parties involved and can occur either in-person or electronically.

### **3.0 Required Documentation**

A medical statement from the student's physician, registered psychologist, or other health care practitioner (including a social worker) is provided to the school principal indicating that the student will be absent for an extended period of time. The medical statement should include why the student is absent (due to illness or injury) and indicate that the student is well enough to benefit from home instruction.

Once received, the school principal will verify the medical statement to ensure it contains the required information. Following that, the principal will complete the application for home instruction and send it to the Coordinator of Special Education for their region.

Following approval by the appropriate Superintendent, the Coordinator and Principal will work together to obtain a qualified teacher and communicate with the student and family.

Should the home instruction period continue beyond 8 weeks, the principal may request an updated medical statement from the student's health care practitioner.

### **4.0 Reporting Attendance**

Where a student is receiving home instruction, registrar records must reflect that the student remains a student at their school. School Principals must ensure that the "Enrolment Register Instructions for Elementary and Secondary Schools" are followed. Students receiving home instruction should be coded with HI (home instruction) for daily attendance.

### **5.0 Reporting Achievement**

Reporting requirements for students on home instruction will occur as usual, as much as possible. It is the responsibility of the home instruction teacher and the in-school teacher to work collaboratively to share student assessments, program resources, achievement levels, etc. to complete any formal reports or assessments, such as report cards or EQAO, as the student's condition allows.