



Department of Defense Education Activity REGULATION

NUMBER 2500.01
Date JUN 15 2009

EDUCATION

SUBJECT: Instructional Services for Home or Hospital

Reference: (a) DoDEA Regulation 2500.1, "Department of Defense Dependents Schools Home or Hospital Instructional Services," May 3, 1978 (hereby canceled)

1. PURPOSE. This Regulation reissues Reference (a) to update policy and responsibilities for educating Department of Defense Education Activity (DoDEA) students who are unable to attend a school-based program for a specified duration.

2. APPLICABILITY. This Regulation applies to:

a. The Office of the Director, DoDEA; the Director, Domestic Dependent Elementary and Secondary Schools, and Department of Defense Dependent Schools, Cuba (DDESS/DoDDS-Cuba); the Director, Department of Defense Dependents Schools, Europe (DoDDS-E); the Director, Department of Defense Dependents Schools, Pacific, and Domestic Dependent Elementary and Secondary Schools, Guam (DoDDS-P/DDESS-Guam); (hereafter collectively referred to as "DoDEA Area Directors"), and all DoDEA District Superintendents, School Principals, and Support Staff.

b. Students enrolled in a DoDEA school who are unable to attend for more than 15 consecutive school days due to extenuating circumstances (hereafter referred to as the "student or students").

3. DEFINITIONS

a. alternative education placement. For the purposes of this Regulation, an educational program (e.g., visitation program, correspondence courses, virtual school) provided to students who are unable to attend school due to health reasons.

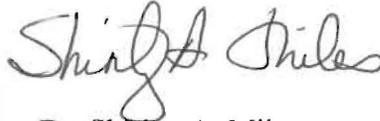
c. extended illness or injury. An extended illness or injury is one that will require the student to be at home or hospitalized for more than 15 consecutive school days.

e. itinerant instruction. Instruction taught by a teacher who travels from place to place to perform his or her work.

4. POLICY. It is DoDEA policy that home or hospital instructional services be provided for students currently enrolled in a DoDEA school who require an alternative education placement. (See Enclosure 2)

5. RESPONSIBILITIES. See Enclosure 1

6. EFFECTIVE DATE. This Regulation is effective immediately.



Dr. Shirley A. Miles
Director

Enclosures

1. Responsibilities
2. Home or Hospital Instructional Services

ENCLOSURE 1

RESPONSIBILITIES

1. Associate Director for Education (ADE), DoDEA. The ADE, DoDEA, under the authority, direction, and control of the Director, DoDEA, shall exercise overall responsibility for the implementation of this Regulation.
2. Area Directors for DDESS/DoDDS-Cuba, DoDDS-E, and DoDDS-P/DDESS-Guam. The Area Directors shall:
 - a. Ensure the dissemination of this Regulation to each district.
 - b. Provide technical assistance in the implementation of this Regulation.
 - c. Ensure availability of resources necessary to implement this Regulation.
3. DoDEA District Superintendents. The DoDEA District Superintendents shall:
 - a. Ensure that each school within their district implements the policies and procedures required by this Regulation.
 - b. Ensure the availability of resources to meet the requirements of this Regulation.
4. DoDEA School Principals. The DoDEA School Principals shall:
 - a. Implement the policies of this Regulation.
 - b. Coordinate with the cognizant DoDEA District Superintendent as deemed necessary to ensure uniform implementation of this Regulation.
 - e. Ensure that adequate technology support, physical workspace, conditions, and/or services, and other resources are available to provide the alternative education placement.
 - g. Coordinate decisions with the cognizant DoDEA District Superintendent prior to making a decision.

ENCLOSURE 2

HOME OR HOSPITAL INSTRUCTIONAL SERVICES

1. Services for the student should be initiated as soon as it is feasible.
2. Specific requirements for alternative education placement as described above, for physically or otherwise health impaired students, shall be initiated no later than 15 school days after certification from a medical professional.
3. Progress reports for each student shall be recorded in accordance with DoDEA school policies.
4. Instructional time shall be a minimum of 2 hours a week; if a DoDEA-resourced teacher is involved.
5. There is no minimum class load for itinerant teachers . Teachers usually need a minimum of 1 hour a day for preparation and evaluation of lessons. Factors such as travel time, consulting with the regular teacher, and securing materials should be considered.
6. Principals will establish parameters for teachers when utilizing such things as virtual schools, program texts, etc.; when applicable.
7. The curriculum should parallel the student's regular classroom program as nearly as possible. The teacher of home or hospital instruction will establish and maintain a regular schedule. In developing this schedule, the teacher should recognize the needs and conveniences of the family and/or hospital. Effort should be exerted to maintain the stability of each student's routine. Appropriate educational plans (e.g., graduation plans, 504 Accommodation Plan, Individualized Education Plan, etc.) need to be reviewed and possibly modified in accordance with established procedures, when appropriate.
8. It is reasonable to request the parent/adult to provide the student and teacher with a quiet, comfortable place to work. An adult must be present at the home during the instruction period.
9. The classroom teacher shall assist the homebound teacher as deemed necessary by the school principal.
10. Reimbursement shall be at the regular teacher and/or substitute rate and shall include travel expenses incurred from the teacher's home to the student's home or hospital and back.