

**HOMEBOUND INSTRUCTION
(Hospital/Homebound Tutoring Program)**

The following are guidelines for hospital/homebound tutoring which will be used for students in the Augusta Schools. All programs will be managed and monitored by the guidance counselors.

1. Hospital/Homebound students are eligible for home tutoring after 10 consecutive days of absence from because of illness or medically related problems.
2. A doctor's note will be secured stating the reason for the extended absence from school. If the illness/medical problem is identified early as a long-term situation, tutoring may be offered before the student is absent for 10 days.
3. In the event of an emergency situation where the student is sent to a treatment facility (Seton Unit, Jackson Brook, etc.), tutoring may begin when the student enters the treatment center.
4. The hospital/homebound student may receive 2 hours per subject per week of home tutoring up to a maximum of 10 hours per week for the duration of the hospital/homebound illness.
5. Following the student's return to school, he/she may continue to receive tutoring services for an additional 12 weeks if necessary.
6. Exceptions to the above policy may occur in situations where a student is allowed to attend school on a limited basis and he/she continues to need tutoring. Exceptions will be referred to the guidance staff who will prepare a recommendation for continued tutoring on a reduced basis.

Adopted: 1/13/92

Department of Public Schools, Augusta, Maine