

Roles and Responsibilities Hospital/Homebound

District

It is the responsibility of the school district to:

- Comply with state and federal regulations related to students with disabilities
- Identify and provide an educational program for students in need of H/H services
- Provide qualified and certified staff to deliver services to identified students
- Provide students identified for H/H services access to the general curriculum with accommodations or modifications as identified by the IEP team
- Monitor student educational progress and provide district and/or statewide assessment on a regular basis

Homebound Teacher

It is the responsibility of the homebound teacher to:

- Deliver instruction to students unable to participate in a regular school setting.
- Provide instruction as a substitute for the general education teacher.
- Collect assignments and materials from the general education teacher and review assignments with student.
- Supervise tests and grade tests.
- Make regular contact with the general classroom teacher so the instruction delivered outside the school is as close as possible to the instruction delivered in the classroom.
- Turn in assignments, tests, grades and attendance on due date every two weeks.
- Implement the goals, services, and accommodations on the IEP.
- Complete service record and return a copy to the school office manager and staffing specialist every two weeks.

General Education Teacher

It is the responsibility of the general education teacher to:

- Consider the student placed on homebound instruction as a member of the class.
- Be the teacher of record for the homebound student.
- Provide the homebound teacher with copies of lesson plans, worksheets, handouts, copies of lecture notes, tests and any other instructional aids or materials.
- Confer with the homebound teacher as needed regarding assignments, due dates, and grade reporting.

Student

It is the responsibility of the student to:

- Ask for any assistance or clarification needed to complete assignments.
- Be prepared and present for scheduled class times.
- Complete homework and other assignments independently.
- Attend to class activities and interact to the extent that the student is physically and emotionally able.
- Return materials, supplies, and all assignments before returning to the school setting.

Parent/Guardian

It is the responsibility of the parent/guardian to:

- Provide access to the student's home and help schedule teacher visits so that the date and time does not conflict with medical treatments.
- Provide a quiet, clean, well-ventilated setting where the teacher and student will work.
- Ensure that a responsible adult is present whenever a teacher is providing in-home instruction.
- Keep all visitors, pets, siblings, and other children out of the room during instructional time.
- Help the student schedule time for study, which takes into account the student's medical condition and the requirements of the student's coursework.
- Provide the necessary supervision for the student to complete assignments and ensure that appropriate instructional materials are available.
- Notify the teacher in advance if the scheduled lesson must be cancelled.
- Notify the teacher in advance if there is a contagious illness.
- Work cooperatively with teachers and provide them with suggestions for working with the student.