

**NOTICE OF INTENT TO PROVIDE HOME INSTRUCTION
SCHOOL YEAR: 2023-2024**

I am providing notice of my intention to provide home instruction for the child(ren) listed below as provided by [§22.1-254.1](#) of the Code of Virginia, in lieu of having them attend school for the school year 2023 - 2024.

<u>Name(s) of children</u>	<u>Birth dates</u>	<u>Grade level</u>	<u>Current school attending</u>
1) _____	_____	_____	_____
2) _____	_____	_____	_____
3) _____	_____	_____	_____
4) _____	_____	_____	_____

Please check each that applies:

I wish to be recognized as eligible to provide home instruction by selecting the option indicated below (check one below).

- _____ I have a high school diploma or higher. (Attach a copy of diploma from high school or college/university and a list of subjects to be studied during the school year.)
- _____ I have the qualifications prescribed by the Virginia State Board of Education for a teacher. (Attach a copy of a teaching license or statement to this effect from the Virginia Department of Education and a list of subjects to be studied during the school year.)
- _____ I have provided a program of study or curriculum which is to be delivered through a correspondence course or a distance learning program or in some other manner. (Attach a notice of acceptance or other evidence of enrollment showing the name and address of the school and a list of subjects to be studied for the coming school year if the child is enrolled in a correspondence course or distance learning program. If you choose to provide a program of study or curriculum in some other manner as specified in the Code, a list of the subjects to be studied for the coming school year must be submitted to the school division.)
- _____ I have attached to this notice a statement which describes why I am able to provide an adequate education for my child(ren). (Attach a copy of a list of subjects to be studied during the school year.)

As prescribed in [§22.1-254.1](#) of the Code of Virginia, I have included or will provide the school division with a description of the curriculum, limited to a list of subjects to be studied during the coming school year and evidence of having met one of the above criteria along with this Notice by August 15 of each year. If I begin home instruction after the school year has started, I will submit this Notice as soon as practicable and comply with the other requirements within 30 days of this Notice to the school division

I understand that by August 1st following this school year, I must provide evidence of educational achievement as prescribed in [§22.1-254.1](#) of the Code of Virginia, which defines the requirements for home instruction.

I hereby certify that I am the parent or guardian of the child(ren) listed above.

Print or type parent's name and address:

Parent Name and Mailing Address:

911 Address:

Sign: _____

Parent or Guardian

Date: _____

Phone: _____

Phone: _____

For primary and elementary students, please check in which attendance zone you live.

Please submit form to:
Caroline County Public Schools
16261 Richmond Turnpike
Bowling Green, VA 22427
Phone: (804) 633-5088
Email: cshaw@ccps.us
Attn: Christie Shaw

Bowling Green _____

Lewis and Clark _____

Madison _____