

SCHOOL BOARD  
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## Notice of Intent to Provide Home Instruction

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 20\_\_\_\_ - 20\_\_\_\_\_.

Name(s) of Child(ren)	Date of Birth	Grade Level
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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 a higher credential.**

(Attach a copy of the supporting documentation.)

**I have the qualifications prescribed by the Board of Education for a teacher.**

(Attach a copy of a teaching license or a letter of eligibility for licensure in Virginia.)

**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 the subjects to be studied for the current school year.)

**I have attached to this notice a statement which describes why I am able to provide an adequate education for my child(ren).**

(Evidence of a parent's ability to provide an adequate education will be determined based on the information submitted for consideration on an individual basis.)

As prescribed in § 22.1-254.1 of the Code of Virginia, I have included or will provide the school division with a list of the subjects to be studied for the current school year. I have also included or will provide 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 1** 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.

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

This Intent Form and Evidence of Educational Achievement can be emailed or mailed to:

Linda Easter, Student Data Manager/Registrar at the address above or at [leaster@ccps.net](mailto:leaster@ccps.net).

If you prefer to drop this off in person, there is a secure Drop-Box located directly next to the School Board Office Entrance Buzzer at 10035 Courthouse Road, Charles City, VA 23030