

Preston County Schools
731 Preston Drive
Kingwood, WV 26537
(304) 329-0580: (304) 329-0720 (Fax)

**REQUEST FOR ATTENDANCE EXCEPTION
NOTIFICATION TO OPERATE A HOME SCHOOL
UNDER EXEMPTION 18-8-1 (c) (2)**

2018-2019

One – time Notice of Intent

Please note that all highlighted areas are required by law.

(The NOI will remain in effect until the parent notifies the county superintendent upon termination of home instruction for a child of compulsory school attendance or upon establishing residence in a new county.)

Part 1: Name of Parent(s) _____

Address _____

Telephone Number _____

E-Mail Address _____

LIST OF CHILDREN WHO WILL RECEIVE HOME INSTRUCTION:

NAME	AGE	DATE OF BIRTH	GRADE	GENDER
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Part 2:

Person who will serve as the instructor: _____

*Level of Education of the instructor (check one)

High School Graduate _____ Yes _____ No

High School Equivalent Diploma _____ Yes _____ No

College Graduate _____ Yes _____ No

Other Education – Years Completed: _____

THE LEVEL OF EDUCATION OF THE INSTRUCTOR MUST BE VERIFIED BY OFFICIAL DOCUMENTS FROM A HIGH SCHOOL, COLLEGE OR TESTING CENTER.

Part 3:

Signing this form provides Preston County Schools the assurance that the child/ren listed on this form shall receive instruction in reading, language, mathematics, science and social studies and that the child shall be assessed annually.

Part 4:

THE ASSESSMENT RESULTS ARE TO BE REPORTED TO THE COUNTY SUPERINTENDENT BY JUNE 30 of the year in which the assessment was administered for any child in grades 3, 5, 8 or 11.

ACADEMIC ASSESSMENTS can be accomplished by one of the following **FOUR** methods:

1. Participate in the testing program currently in the state’s public schools.
2. Take a nationally normed standardized achievement test to be administered under standardized conditions as set forth by the publishing instructions of the selected test in the subjects of reading, language, mathematics, science and social studies.
3. The county Superintendent is provided with a written narrative indicating that a portfolio of samples of the child’s work has been reviewed and that the child’s academic progress for the year is in accordance with the child’s abilities.
4. The child completes an alternative academic assessment of proficiency that is mutually agreed upon by the parent/legal guardian and the county superintendent.

Part 5:

If you wish to receive instructional materials from the county, first contact the school in your district. If they do not have extra materials to distribute, call the county office number 304-329-0580.

Parent/Guardian Signature: _____ **Date:** _____