



HOME INSTRUCTION INFORMATION PACKET

The following information is provided by the Office of the Superintendent, Manassas Park City Schools, to assist parents with the application process for home instruction. Alternate means of application may also be submitted.

In order to satisfy the requirements of Section §22.1-254.1 of the *Code of Virginia*: “Any parent who elects to provide home instruction in lieu of school attendance shall **annually** notify the division superintendent in August of his/her intention to so instruct the child and provide a description of the curriculum, limited to a list of subjects to be studied during the coming year, and evidence of having met one of the criteria for providing home instruction as required by subsection A.” **Parents electing to provide home instruction shall provide such annual notice no later than August 15. Any parent who moves into a school division or begins home instruction after the school year has begun shall notify the division superintendent of his intention to provide home instruction as soon as practicable and shall thereafter comply with the requirements of this section within 30 days of such notice.”**

Parents are requested to submit all materials to:

Mr. Eric Neff
Executive Director of Student Service and Operations
Manassas Park City Schools
100 Park Central Plaza, Suite 300
Manassas Park, Virginia 20111
FAX: 703-361-4583

If application is made during the school year, a parent may withdraw his or her child(ren) from school by submitting written notification to the child's school or to the office of the Director of Literacy/Federal Programs/ESL of the intent to provide home instruction.

The following information is available on the Internet for your convenience:

1. The Code of Virginia §22.1-254.1.1 may be accessed at:
<http://leg1.state.va.us/cgi-bin/legp504.exe?000+coh+22.1-254.1+702430>
2. Manassas Park City Schools Regulation LBD, Home Instruction, is available by clicking onto:
<http://www.mpark.net/education/components/docmgr/default.php?sectiondetailid=179&fileitem=5635&catfilter=55>
3. The Virginia Standards of Learning and the Virginia School Division's Contact Information may be found at The Virginia Department of Education's website at: www.pen.k12.va.us/. Please click on the "For Students and Parents" link.
4. The Virginia Department of Education's "Home Instruction Handbook- Information for Parents" may be found at The Virginia Department of Education's website at:
http://www.doe.virginia.gov/students_parents/private_home/index.shtml

Should you have any questions in reference to the above items, you may contact the Executive Assistant, Mrs. Melinda Deslauriers at 703-335-8850 or email melinda.deslauriers@mpark.net. I may also be reached directly at 703-335-8850 and by email eric.neff@mpark.net.