

# GILROY UNIFIED SCHOOL DISTRICT

## Home-Hospital Instruction Parent Information/Application Process

The Gilroy Unified School District recognizes the importance of an uninterrupted education program and will make every effort to provide a home teacher whenever possible.

### Eligibility Criteria.

1. Students may qualify for services if they are currently enrolled and live within Gilroy Unified School District boundaries.
2. Home teaching will be approved only if the pupil has been formally enrolled in a public school in the district prior to the time home instruction is requested.
3. No home teaching will be given unless the pupil is likely to be absent from school for a minimum of **two weeks**.

### Procedures for Requesting Home Hospital Instruction

1. The Home Hospital application is available at each school, District Office and on the District's Website (GUS#5).
2. The Home Hospital application must be filled out/signed by parent and physician. Along with the Home Hospital application, the parent must fill out/sign a Release of Information.
3. The completed Home Hospital application and Release of Information must be turned to the School Principal.
4. The School Nurse will follow-up by contacting parent and physician.
5. Approval/Denial letter will be mailed to parent.
6. If approved, a teacher will be assigned. The assigned teacher will contact the parent and instruction begins. **Parents are responsible for picking up assignments from classroom teacher(s) until home hospital teacher is assigned.**
7. It can take up to two weeks for the approval process and for a teacher to be assigned.