

Individualized Home Instruction Plan (IHIP)
For Grades 1-6

Date _____ School Year _____

Child's Name _____

Parent Name(s) _____

Address _____ Ph # _____

Email _____

Age _____ Date of Birth _____ Grade _____

Dates for submittal of quarterly reports

Note: These are the due dates for the reports not quarterly end dates

___/___/___ **1st quarter**

___/___/___ **2nd quarter**

___/___/___ **3rd quarter**

___/___/___ **4th quarter and Annual Assessment**

Grades **1-6** must receive **900** hours of instruction per school year

Grades **7-12** must receive **990** hours of instruction per school year with minutes/hours detailed by subject units. A unit consists of 6,480 minutes or 108 hours of instruction per year.

Annual Assessment

- Choose One {
- Norm-referenced test (grades 1-12)
 - Optional Grades 1-3 written narrative
 - Optional Grades 4-8 written narrative no more than every other year

Instructor Name(s) _____

Parent Name(s) if different _____

Parent(s) & Instructor(s) Signature(s) _____

Please see attached to list the details for each required subject

INDIVIDUALIZED HOME INSTRUCTION PLAN (IHIP)

Taken from §100.10 of Commissioner's Regulations Home Instruction

1. The IHIP must list the syllabi, curriculum materials, textbooks or plan of instruction to be used in each of the required subjects listed in the appropriate category below.
2. Cumulative hours of instruction for grades **1-6 must be 900 per year**.
Cumulative hours of instruction for grades **7-12 must be 990 hours per year**.
3. **During grades 1-12, instruction must also be provided in the areas of:**
 - Patriotism and Citizenship
 - Health Education regarding alcohol, drug and tobacco misuse
 - Highway Safety and traffic regulations, including bicycle safety
 - Fire and arson prevention and safety
4. **For grades one through six:** arithmetic, reading, spelling, writing, the English language, geography, United States history, science, health education, music, visual arts, physical education, bilingual education and/or English as a second language where the need is indicated.
5. **For grades seven and eight:** English (two units); history and geography (two units); science (two units); mathematics (two units); physical education (on a regular basis); health education (on a regular basis); art (one-half unit); music (one-half unit); practical arts (on a regular basis); and library skills (on a regular basis). A unit consists of 6,480 minutes or 108 hours of instruction per school year.

The following courses shall be taught at least once during the first eight grades: United States history, New York State history, and the Constitutions of the United States and New York State.

6. **For grades 9 through 12:** English (four units); social studies (four units), which includes one unit of American history, one-half unit in participation in government, and one-half unit of economics; mathematics (two units); science (two units); art and/or music (one unit); health education (one-half unit); physical education (two units); and three units of electives. The units required herein are cumulative requirements for grades 9 through 12. A unit consists of 6,480 minutes or 108 hours of instruction per school year.

***Please note for grades 9-12 (High School) your child is not working toward a high school diploma.**

High school credits are not earned during home school instruction.

7. **Annual assessment.** At the time of filing the fourth quarterly report as specified in the IHIP, the parent shall also file an annual assessment in accordance with this subdivision. The annual assessment shall include the results of a commercially published norm referenced achievement test which meets the requirements of paragraph (1) of this subdivision, or an alternative form of evaluation which meets the requirements of paragraph (2) of this subdivision.

1. Commercially published norm-referenced achievement tests.

- i. The test shall be selected by the parent from one of the following: the Iowa Test of Basic Skills, the California Achievement Test, the Stanford Achievement Test, the Comprehensive Test of Basic Skills, the Metropolitan Achievement Test, a State Education Department test, or another test approved by the State Education Department.
- ii. The test shall be administered in accordance with one of the following options, to be selected by the parents:
 - a. at the public school, by its professional staff;
 - b. at a registered nonpublic school, by its professional staff, provided that the consent of the chief school officer of the nonpublic school is obtained;
 - c. at a nonregistered nonpublic school, by its professional staff, provided that the consent of the superintendent of schools of the school district and of the chief school officer of the nonpublic school is obtained; or
 - d. at the parents' home or at any other reasonable location, by a New York State- certified teacher or by another qualified person, provided that the superintendent has consented to having said certified teacher or other person administer the test.
- iii. The test shall be scored by the persons administering the test or by other persons who are mutually agreeable to the parents and the superintendent of schools.
- iv. The test shall be provided by the school district upon request by the parent, provided that the cost of any testing facilities, transportation, and/or personnel for testing conducted at a location other than the public school shall be borne by the parent.
- v. If a score on a test is determined to be inadequate, the program shall be placed on probation pursuant to subdivision (i) of this section. A student's score shall be deemed adequate if:
 - a. the student has a composite score above the 33rd percentile on national norms; or
 - b. the student's score reflects one academic year of growth as compared to a test administered during or subsequent to the prior school year.

2. Alternative evaluation methods. An alternative form of evaluation shall be permitted to be chosen by the parent only as follows:
 - i. for grades one through three, a written narrative prepared by a person specified in subparagraph (iii) of this paragraph;
 - ii. for grades four through eight, a written narrative prepared by a person specified in subparagraph (iii) of this paragraph. This alternative form of evaluation may be used no more often than every other school year for these grades;

**PLEASE REMEMBER EACH QUARTERLY REPORT IS DUE IN OUR OFFICE
BY THE DATES YOU OUTLINE ON YOUR IHIP.**

INDIVIDUALIZED HOME INSTRUCTION PLAN (IHIP)
For Grades 1-6

Subject: Arithmetic

Materials/Instructional Tools: _____

Plan of Instruction: _____

Subject: Reading

Materials/Instructional Tools: _____

Plan of Instruction: _____

INDIVIDUALIZED HOME INSTRUCTION PLAN

Subject: Spelling

Materials/Instructional Tools: _____

Plan of Instruction: _____

Subject: Writing

Materials/Instructional Tools: _____

Plan of Instruction: _____

INDIVIDUALIZED HOME INSTRUCTION PLAN

Subject: the English Language

Materials/Instructional Tools: _____

Plan of Instruction: _____

Subject: Geography

Note: The following courses shall be taught at least once during the first eight grades: United States history, New York State history, and the Constitutions of the United States and New York State.

Materials/Instructional Tools: _____

Plan of Instruction: _____

INDIVIDUALIZED HOME INSTRUCTION PLAN

Subject: United States History

Note: The following courses shall be taught at least once during the first eight grades: United States history, New York State history, and the Constitutions of the United States and New York State.

Materials/Instructional Tools: _____

Plan of Instruction: _____

Subject: Science

Materials/Instructional Tools: _____

Plan of Instruction: _____

INDIVIDUALIZED HOME INSTRUCTION PLAN

Subject: Health Education

Materials/Instructional Tools: _____

Plan of Instruction: _____

Subject: Music

Materials/Instructional Tools: _____

Plan of Instruction: _____

INDIVIDUALIZED HOME INSTRUCTION PLAN

Subject: Visual Arts

Materials/Instructional Tools: _____

Plan of Instruction: _____

Subject: Physical Education

Materials/Instructional Tools: _____

Plan of Instruction: _____

INDIVIDUALIZED HOME INSTRUCTION PLAN

Subject: Bilingual Education and/or English as a second language where the need is indicated

Materials/Instructional Tools: _____

Plan of Instruction: _____

Optional homeschooling grading options for your convenience:

Alternative Option A: Academic Performance Key: (Acceptable for Grades 1-6)

4 - Exceeding the Grade Level Standard: Student consistently understands, applies and extends key concepts, processes, and skills. "Since I get this or can do this, I can figure out new things!"

3 - Meeting the Grade Level Standard: Student understands and applies key concepts, processes, and skills. "I get it! I can do this well!"

2 - Approaching the Grade Level Standard: Student is beginning to understand and apply key concepts, processes, and skills. "I almost get it but I need help."

1 - Not Meeting the Grade Level Standard: Student has limited understanding of key concepts, processes, and essential skills. "I don't get it yet. I need help."

Alternative Option B: Letter/ Numerical/ Progress Indicator Key (Acceptable for Grades 1-12)

Grade	Grade	Progress Indicator
A+	100-95	Excellent/Outstanding
A	94-90	
B+	89-85	Satisfactory
B	84-80	
C+	79-75	Average
C	74-70	
D+	69-65	Below Average