

# Downey Unified School District

## CERTIFICATED PERSONNEL

### HOME TEACHERS

AR 4123

The home teacher shall work on an hourly basis in the homes of pupils who are physically unable to attend regular classes or who are emotionally unable to attend an educationally handicapped class.

The qualifications of the home teachers shall be a valid California teaching credential and competency to teach at the student's grade level.

The home teacher shall be paid only for those hours actually taught and only for five hours per week per pupil. If instruction occurs on a District location, the principal or designee must verify the service.

The same course of study and the same textbooks which are used in regular day school shall be used by the teacher in home teaching. Previous school records shall be available to the teacher, and he/she shall avail himself/herself of additional information through conferences with the child's regular classroom teacher and the principal. The home teacher shall make written reports of the child's progress, shall prepare a "Home Teaching Time and Grade Report," and shall submit it to the Director, Pupil Services.

He/she shall contact the counselor, teachers, and principal frequently to keep the child's progress parallel with the regular class work.

The home teacher shall be responsible for reports to the District office for ADA and payroll purposes.

The home teacher shall be responsible for textbooks and other school property used by the home student.

The Director, Pupil Services, shall be responsible for attendance accounting of home students and for the payroll timekeeping for the home teachers.