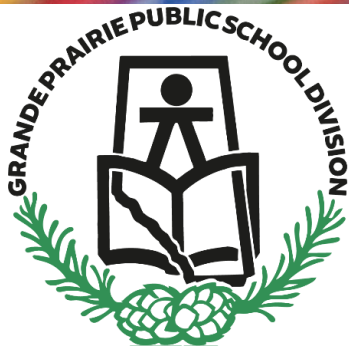


GPPSD Home Education Handbook



**Grande Prairie
Public School
Division**

www.gppsd.ab.ca/home-education

   **GPPSD2357**



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Introduction

Home education (home schooling) is a family decision that can't be taken lightly. With conflicting voices and concerns from all sides, deciding which route to take can be difficult. This guide is for parents who want more information on the steps to take before and after deciding to educate your child(ren) in the home.

In Alberta, children between 6 and 16 must attend school.

Having your child in a traditional school may not work for you and your family for a variety of reasons.

- Health Conditions
- Mental Health Concerns
- Lifestyle

Grande Prairie Public School Division Home Education is committed to providing flexible, quality learning options so every student can achieve. Our vision is to collaborate with students and parents in building personalized learning opportunities to match the learner's needs and interests from home. Grande Prairie Public School Division Home Education is respectful of parent choice and we are here to assist you.

Beginning September 1, 2020, a parent or guardian may choose one of two home education programs:

- 1. Supervised by school authority (funded):** a home education program supervised by a willing public, separate or francophone school board or accredited funded private school. Eligible for funding from Alberta Education, on or before September 30.
 - a. This option is offered by Grande Prairie Public School Division**
- 2. Not supervised by school authority (notification only, non-funded):** a home education program not supervised by a school board or accredited funded private school. Not eligible for funding from Alberta Education.

Terms to Understand

Home Education

Home schooling that's parent-directed. The parents determine the learning activities, select instructional methods and resources, and evaluate the student's progress. This progress is verified by a home education facilitator.

Alberta Program of Studies

The set of guidelines commonly referred to as the Alberta curriculum.

Alberta Education

The ministry of the Government of Alberta dedicated to overseeing public, separate, and private school legislation in Alberta. Alberta Education administers provincial achievement tests, maintains curriculum standards, and regulates the Kindergarten – Grade 12 education industry.

Home Education Facilitator

The professional teacher assigned by Grande Prairie Public School Division to help and evaluate homeschooling parents and students.

Learning Outcomes

Learning outcomes are a collection of observable and measurable skills and knowledge students should know and be able to do as a result of learning.

Instruction Methods

Instructional methods are activities and tasks that are used to guide the facilitation of learning in each outcome.

Assessment

Assessment can serve different purposes at different times. Assessment is to ensure students are meeting curriculum expectations for their grade level; indicate what students know or do not know; and may be used to help student improve their learning. Assessment is also used to adjust instruction to meet the needs of students. Assessment informs students in their learning as well.



Determine Your Role

What's the difference between home schooling and Home Education?

We use specific language to talk about home schooling. Sometimes we say home schooling and sometimes we say home education. The distinction comes down to the role parents play in their children's education. The term homeschooling refers to the location where the child's formal education takes place, whereas the term home education (as used by Alberta Education) specifies that the education is **directed and delivered** by the child's caregivers rather than professional teachers.

A parent may start a home education program at any time but should consider looking for a supervising school authority in the spring before the upcoming school year. This timing helps parents explore their options and make a decision that best supports the needs of the student.

Parents choosing home education have the primary responsibility for planning, managing, providing, evaluating and supervising their children's courses of study. They must develop a home education plan that enables the student to achieve appropriate learning outcomes. Parents will direct and deliver their child's education in the following ways:

- establish learning goals based on Alberta Education outcomes,
- determine and plan learning activities,
- select instructional methods and resources,
- provide and deliver lessons,
- supervise and
- evaluate and assess student progress.



GPPSD's Responsibility

When a parent has chosen to provide a home education program with the supervision of a school authority, the supervising school authority that accepts the parents' home education program is called the associate board or associate private school.

If a parent requests it, the associate board or associate private school must provide assistance and advice to improve student learning.

The associate board or associate private school must also arrange for certificated teachers employed by the associate board or associate private school to conduct at least two formal evaluations of each student each school year.

These evaluations include:

- a review of the student portfolio
- recommendations to help students make improvements
- Fountas and Pinnell (reading comprehension assessment)
- Counting Principles

Together with the parents, the associate school board or associate private school must ensure that each student meets the parents' educational outcomes in accordance with the [Home Education Regulation](#).

Funding

Alberta Education provides home education funding.

In order to receive their portion (50%) of the home education grant, if a parent has chosen to home educate with a supervising school authority, the parent must have notified and been accepted by an associate board or associate private school regarding the home education program by September 30.

Students are not eligible for funding if a home education program is accepted after September 30. This includes situations where a student changes from an online or regular program to home education after September 30.

Submissions for reimbursement and the supervising authorities' approvals must be consistent with the Home Education Regulation. To determine whether a cost or expense is reimbursable, an associate board or associate private school may refer to the [Standards for Home Education Reimbursement](#).

School authorities are not permitted to provide funding to students or families if the student is enrolled in an online or regular school program.

Ask Yourself: Will This Work for Us?

How and where to educate your child is not a decision to be taken lightly.

How and where to educate your children is not a decision to be taken lightly, and conflicting voices and concerns from all sides can make the decision even more difficult. Many families report that homeschooling is of incredible benefit, while others quickly realize it won't work for them.

Regardless of the decision you ultimately make, having reliable information on which to base that decision is critical.

At GPPSD we are here to assist you, we have collected many resources, best practices, and have outlined all of the Alberta Education curriculum outcomes for you to have at your finger tips.



Learn more about Home Education

Visit the GPPSD online

www.gppsd.ab.ca/home-education

Reach out in our community

There are many families in Grande Prairie that homeschool their children. Reach out for advice from families who are veteran homeschoolers, their insight will be invaluable. Check out local social media pages and support networks. Watch for the community Home Schooler calendar on the GPPSD website, coming soon.

Do your research

There are many articles and resources in print and online that have been written for homeschooling families.



Decision Making Checklist

<input type="checkbox"/>	<p>Gather your information</p> <p>Resist the urge to make uninformed decisions by allowing yourself ample research time. Keep everything you've read or learned in one place so you can share it with others or review as necessary.</p>
<input type="checkbox"/>	<p>Understand your options</p> <p>Talk with others about your thoughts and ideas. Do you have ideas about how you might implement homeschooling? Talking about your ideas and what you're envisioning as you conduct your research can help you determine where additional insights or research may be needed. Other perspectives can also help you pinpoint pitfalls and opportunities.</p>
<input type="checkbox"/>	<p>Consider the financial implications</p> <p>Homeschooling often means that one parent stays at home fulltime; is that realistic for your family? How can you make it work? Having a workable budget and understanding what your future will look like will help you avoid unwelcome surprises (see page 25 for available funding).</p>
<input type="checkbox"/>	<p>Assess the risks and rewards</p> <p>Identify all the potential benefits and hardships that homeschooling may bring to your family. Are you prepared for all of them? Do you have a plan to deal with both successes and failures?</p>
<input type="checkbox"/>	<p>Identify outside pressures</p> <p>Be honest with yourself about family and community pressures you may face. Is homeschooling frowned upon by your extended family members? Are you a member of a community where homeschooling is expected? Are you troubled by other people's expectations? Understanding where you're going to meet resistance or find support is important.</p>
<input type="checkbox"/>	<p>Make the decision</p> <p>Once you've fully researched and considered what homeschooling could mean for your family—in all ways—it's time to take action. (Read on for more advice on how to do that.)</p>



Build a back-up plan

If you decide to homeschool, whether or not that means providing parent-directed home education, you'll always want to have a back-up plan. There's likely a very good reason you considered moving in this direction in the first place, but be sure to research other resources and options that might help if your first choice doesn't work out as well as you hoped.

GO Online: www.gppsd.ab.ca/home-education to see more information and resources available to you.



Decision Made: We are doing Home Education!!

Let's get started

- As a parent, you are responsible for notifying a school board or an accredited private school of your intent to home educate your child(ren). Thank you for choosing Grande Prairie Public School Division as your supervising board.
- You will need to register your child using our online registration system. Visit our website at www.gppsd.ab.ca and follow the directions in the next few pages, based on if you are a new family to GPPSD or you already have other children registered in our Division. (see instructions on page 12- 14)
- Now you must complete the Home Education Notification Form [Click Here](#)
- Once you've completed your Home Education Notification Form a Home Education Plan will need to be created. [Click Here for a Template](#) (see page 16 for more information on Creating your Home Education Plan and more examples of Home Education Plans)
- Submit both of these documents to our Home Education Facilitator, who will contact you to review and discuss your child's Home Education Plan.

This process must be completed for each child choosing Home Education.

Registering Your Child

Grande Prairie Public School Division utilizes an online registration system to register students. In order to register your child for Home Education visit our website at www.gppsd.ab.ca. There are two different ways to access the form depending if your family is a **non-current and returning** family to GPPSD or a **brand-new** family to our Division.

Brand New or Non-Current Returning Families to GPPSD

If you are a new family to GPPSD or do not have any student currently attending GPPSD, this is the button to click on our website home page.



Brand-New Families

For those families that have never had children attend GPPSD in the past, please click on the button above:

- and create a School Engage account,
- verify your account through your email,
- return to the School Engage log in,
- add your student
- click on that student in the student list
- and complete the New Student Registration form for the correct School Year, choosing **Home Education** as your “Program Choice”.

Help links for new parents:

- [How to register your new student \(start to finish\)](#)
- [How to upload documents after submitting your online registration](#)
- [What to do after submitting my child's online registration](#)



Families with Children Previously Registered in GPPSD

For those families that have previously been enrolled in a school with GPPSD, but are not a current family, when registering please click on the button above for New families to GPPSD:

- using your email then click Forgot Password – follow the prompts and reset your password for your School Engage Account.
 - If this email indicates an account does not exist, contact Central Office at 780-532-4491 and ask them to check which email you previously used for your account. We will be able to assist you in updating your account to avoid a duplicate account for you and your child.
- once your password is reset log in to School Engage
- click on “Students” in the navigation menu on the left
- locate the student you are enrolling
- complete the New Student Registration form for the correct school year, choosing **Home Education** as your “Program Choice”.



Families who have Students Currently Registered in GPPSD

For those families, whose children are currently attending a GPPSD school and you would like to move to Home Education right now or for the following school year, contact your school to start the transfer process and get registered.

If your family is adding a new student to GPPSD who has decided that Home Education is best, please click the button above for Current families with GPPSD to take you to the PowerSchool Parent Portal:

- click on the School Engage icon in the navigation menu
- add the new student
- click on “Students” in the navigation menu on the left
- locate the student you are enrolling
- complete the New Student Registration form for the correct school year, choosing **Home Education** as your “Program Choice”.



Complete your Home Education Notification Form

Now it is time to let Alberta Education know that you have chosen Home Education for your child. Each year, parents have the responsibility to notify their supervising school authority of their intent to home educate their child through the Home Education Notification Form – Supervised by School Authority

Complete the Alberta Education form - [Home Education Notification Form](#)

Or online from Alberta Education at [Home education | Alberta.ca](#)



Creating Your Home Education Plan

Now that your child is registered and you have completed the [Home Education Notification Form](#), it is time to building a plan for your child(ren)'s education. This may seem daunting, but taking a structured approach will ensure you meet Alberta Education requirements and have a plan you can confidently carry out.

- Review the outcomes
- Activities list to meet outcomes
- Determine your learning strategies
- What resources are you going to use?
- How are you going to evaluate/assess progress and success?

GPPSD has created a template to assist in developing a Home Education Plan. While there is an endless variety of ways to create an education plan, we thought a sample might help. Feel free to modify or repurpose the template as you please.

[Home Educational Plan Template](#)
[Home Educational Plan Exemplar](#)

Sample Home Education Plans by Grade:

[Home Education Plan - Grade 1](#)
[Home Education Plan - Grade 2](#)
[Home Education Plan - Grade 3](#)
[Home Education Plan - Grade 4](#)
[Home Education Plan - Grade 5](#)
[Home Education Plan - Grade 6](#)
[Home Education Plan - Grade 7](#)
[Home Education Plan - Grade 8](#)

Remember: Your Home Education Plan must be approved by Grande Prairie Public School Division, so be sure to work with your Home Education Facilitator when developing your plan.

Teaching and Learning

“What do I expect my child to learn?”

Your research and reflection about beliefs, values, goals and program possibilities also lead you to decisions about three critical matters what you want your child to learn, how you plan to help them learn, and how you will know they have learned.

Alberta Education has collected descriptions of the skills and knowledge students should learn at different grade levels to prepare them for lifelong learning, work and citizenship. This collection is called the Alberta Programs of Study.

Early on, you need to decide whether you will use any, some, or all of the Alberta Programs of Study or whether you will choose something else. Before deciding whether to follow the Alberta Programs of Study, you can review their contents on website at www.education.gov.ab.ca. Click on Parents at the top of the home page. The list of key publications and resources for parents is very useful.

Program of Studies

Alberta Education

The set of guidelines commonly referred to as the Alberta curriculum Programs of Study documents can be found on the Alberta Education Website at:



GPPSD Review the Essential Outcomes from the Alberta Education Program of Studies document - [HERE](#)

If you decide not to follow the Alberta Programs of Study, you must make sure your program meets the Schedule of Learning Outcomes for Students Receiving Home Education Programs

More information can be found on the GPPSD website at [Home Education Resources - \(gppsd.ab.ca\)](http://gppsd.ab.ca) on the Home Education site.

Learning Outcomes for Students Receiving Home Education Programs that do not Follow the Alberta Programs of Study.

If you decide not to follow the Alberta Programs of Study, you must make sure your program meets the Schedule of Learning Outcomes for Students Receiving Home Education Programs

1. A basic education must provide student with a solid core program, including language arts, mathematics, science and social studies.
2. Student are expected to develop the following knowledge, skills and attitudes that will prepare them for life after high school:
 - a. Read for information, understanding and enjoyment,
 - b. Write and speak clearly, accurately and appropriately for the context,
 - c. Use mathematics to solve problems in business, science and daily life situations,
 - d. Understand the physical world, ecology, and the diversity of life,
 - e. Understand the scientific method, the nature of science and technology and their application to daily life,
 - f. Know the history and geography of Canada and have a general understanding of world history and geography,
 - g. Understand Canada's political, social and economic systems within a global context,
 - h. Respect the cultural diversity, the religious diversity and the common values of Canada,
 - i. Demonstrate desirable personal characteristics such as respect, responsibility, fairness, honesty, caring, loyalty and commitment to democratic ideals,
 - j. Recognize the importance of personal well-being and appreciate how family and others contribute to that well-being,
 - k. Know the basic requirements of an active, healthful lifestyle
 - l. Understand and appreciate literature, the arts, and the creative process,
 - m. Research an issue thoroughly and evaluate the credibility and reliability of information sources,
 - n. Demonstrate critical and creative thinking skills in problem solving and decision making,
 - o. Demonstrate competence in using information technologies,
 - p. Know how to work independently and as part of a team,
 - q. Manage time and other resources needed to complete a task,
 - r. Demonstrate initiative, leadership, flexibility and persistence,
 - s. Evaluate their own endeavors and continually strive to improve, and
 - t. Have the desire and realize the need for life-long learning.

-Excerpted from the Home Education Handbook published by the Government of Alberta, 2010



Essential Outcomes

What Essential Outcomes are

- Essential outcomes represent the essential understandings that a student must learn to reach high levels of learning
- Essential outcomes identify “have to know” versus “nice to know” which informs planning and instruction. ‘Have to know’ outcomes are those needing to be mastered. Versus ‘nice to know’ are possibly just those being introduced.
- Essential outcomes help us identify which students did not master specific essential outcomes and need additional support
- Essential outcomes support common assessment development
- Essential outcomes focus on demonstrating knowledge and skills

Review the GPPSD Essential Outcomes document - [HERE](#)





Instruction Methods

Below is a moderate list of example Instruction Methods for you to add to your Home Education Plan. This is not a comprehensive list.

1. Student reading for enjoyment
2. Informal debates
3. Collecting information, researching methods of information gathering, evaluating the reliability/credibility of sources, use of internet and other information technologies
4. Crossword puzzles, logic puzzles, strategy games, educational games, problem-solving games
5. Construction of vocabulary lists, reading lists
6. Word association activities
7. Diaries and journals
8. Art projects
9. Term papers/essays, construction of summaries by the student, book reports
10. Reports on published research studies
11. Pretest, assessments, quizzes, exams
12. Physical activity and participation in active games/sports
13. Use of educational tools such as manipulatives
14. Interviews/surveys
15. Music both in appreciation of (listening) and creation (playing)
16. Field trips (post Covid)
17. Notebook and record keeping
18. Photographs...slide show, power point etc. presentations
19. Student construction of diagrams, charts, posters, graphs, exhibits
20. Service projects and volunteering (post Covid)
21. Construction of scrapbook
22. Reading aloud
23. Prepare an editorial for a "school newspaper"
24. Prepare mock newspaper on specific topic or era
25. Study local history
26. Websites/blog posts
27. Video Presentations



Learning Activities

“How will I teach my child?” Consider what learning activities you will emphasize in your Educational Plan.

The following chart may be useful but is not an extensive list:

SEEING	DOING	LISTENING
Videos	Labs	Panel discussions
Painting	Dioramas	Discussions
Timelines	Dramatization	Oral directions
Diagrams	Experiments	Story Telling
Charts	Puppetry	Direct instruction
Graphs	Demonstrations	Choral reading
Maps	Construction	Debates
Pictures	Collecting	Recordings
Displays	Games	Interviews
Computer graphics	Puzzles	Music
Exhibits	Field trips	Lectures
Note-taking	Drawing	Reading aloud
Models	Mime	
Microscopes		

Evaluation and Assessment

“How will I evaluate my child’s learning?” Within your Home Education Plan you will emphasize the evaluation techniques that you will use to assess your child’s learning.

The following chart may be useful but is not an extensive list:

Oral responses
Written responses
Multiple choice
True/False
Matching
Numerical response
Written composition
Problem solving
Oral presentations



Resources

There are many resources available to families that choose Home Education. For an extensive list see our [Home Education Resources page](#) on our website.

Alberta Education

[Alberta Education - Home Education site](#) (Home education program supervised by school authority (funded))

[Alberta Education - Home Education Regulation](#)

[Alberta Education - Home Education Handbook](#)

Curriculum Online Resources

Explore current curriculum, find resources, printable documents and more at:



My Child's Learning: A Parent Resource



Online Curriculum Resources by Subject Area

[Giant-list-online-activities.pdf \(albertahomeschooling.ca\)](#)

Checklist for Alberta Curriculum 2020

<http://albertahomeschooling.ca/articles/AlbertaGrade1CurriculumChecklist.pdf>

<http://albertahomeschooling.ca/articles/AlbertaGrade2CurriculumChecklist.pdf>

<http://albertahomeschooling.ca/articles/AlbertaGrade3CurriculumChecklist.pdf>

Supplementary Resources grades 4-8 Language Arts and Math

<https://www.adlc.ca/resources-teachers/supplementary-resources/preview-review/>

Leveled Books A-Z—for purchase

<https://www.kidsbooks4less.com/leveled-books>



GPPSD Resources

More resources can be found on our website at [Resources - Grande Prairie Public School Division \(gppsd.ab.ca\)](https://resources-grandeprairiepublicschool.ca) in the documents library.

Community Resources

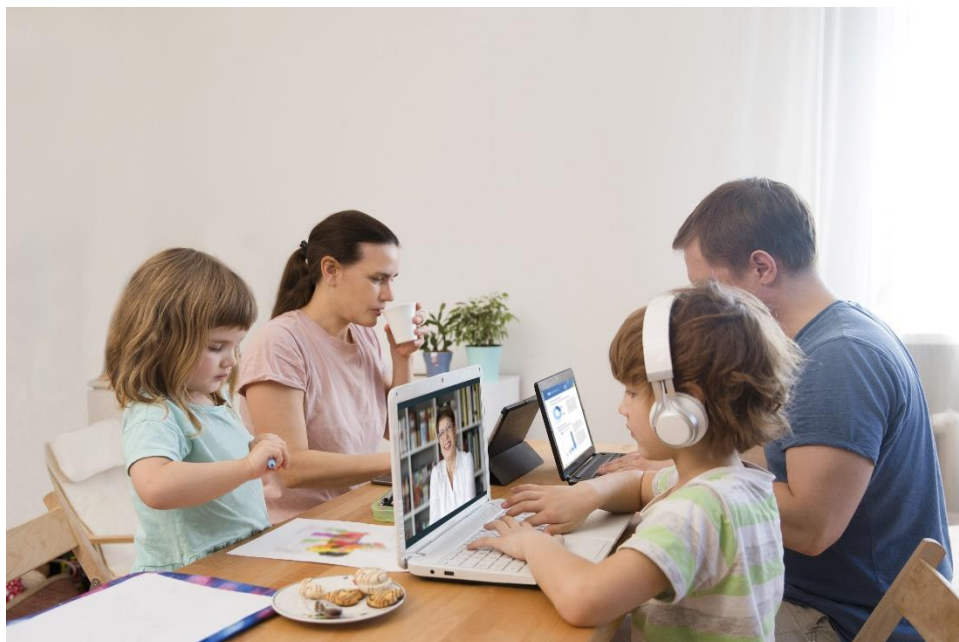
Keeping plugged in to community resources that may be found on Social Media is very helpful. You will create a support network and a resource network that you may find will be invaluable to your Home Education efforts. Watch for the Home Schooling Community Calendar coming in the future on our website. [Home Education - Grande Prairie Public School Division](https://homeeducation-grandeprairiepublicschool.ca)





Home Education Facilitator Evaluations

The Home Education Facilitator will be responsible for ensuring your Notification Form and Home Education Plan are appropriate and being followed. A meeting with your Facilitator will be scheduled as necessary to ensure you understand the Board's expectations and to complete evaluations. In addition to reviewing the goals, resources, and evaluation procedures in your education plan, the Facilitator is required by regulation to provide two evaluations per school year to ensure your child(ren) are progressing with their learning objectives. During these evaluations, expect to bring along examples of student learning and some assessments may need to be administered in person at the Division Office.





Reimbursement

Home Education and Shared Responsibility Grant - The Home Education Grant supports educational choice for students and parents. For each home education student, the school authority is provided 50 per cent of the funding to support the home education student, and 50 per cent of the funding is provided to the parent and/or guardian as reimbursement for instructional materials and services that support the instructional program at home. Furthermore, parents who submit receipts for at least 75% of eligible expenses will receive the entire \$850.00. As per the Funding Manual from Alberta Education

Funding Guidelines

Students in home schooling programs receive reimbursement for some of the programming and materials needed to educate their child at home. This is meant to be a guide as to how that money can be legally allocated.

Funding that is given to parents are based on several principles:

- The reimbursement asked for is directly related to the home schooling plan the parent has written and submitted,
- There has been a detailed receipt or invoice submitted,
- Reimbursement CANNOT be for any form of personal remuneration for the parent; or to pay for travel costs or other expenses usually required to be paid by a parent of a student who is enrolled in a school operated by a board or private school.

[Standards for Home Education Reimbursement June 2020](#)

Submitting Your Request for Reimbursement

To be reimbursed for eligible expenses complete and send [Form 270-3 Home Education Expense Reimbursement](#) with copies of receipts to Tracie Anthony, Division Coordinator at: tracie.anthony@gppsd.ab.ca

For more timely reimbursement complete [Form 270-4 Home Education Electronic Fund Transfer](#), include it with the documents above in your submission to Tracie Anthony, Division Coordinator for expense reimbursement.