Home Education Handbook

Yukon Education Supports and Procedures for Home Educating Families

Interim Guidelines
Effective April 1, 2014 – June 15, 2015
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INTRODUCTION

About this handbook

This handbook is for parents who have chosen, or are thinking of choosing, home education for their children. It discusses how to start, maintain and monitor a home education program. Specifically, it explains:

• How to plan your child’s home education program to ensure that it meets Yukon Education’s requirements. (Advice is included on planning for children with special education needs.)
• Your legal rights and responsibilities as home educators.
• Supports available to you from Yukon Education.

Yukon’s Education Act (Appendix 1) recognizes the central role of parents in the education of their children. The Act provides a legal framework for parents who choose home education, including access to educational resource materials and school facilities. To help you in the planning process this handbook contains guidelines and appendices with relevant excerpts from the Education Act, graduation requirements and various forms.

This handbook does not include information about the many philosophies and approaches used in home education. You can explore these topics yourself in libraries and online. A web search using the keywords “Home Education or home schooling in Yukon, BC or Alberta” will yield many useful results. You may also wish to contact other home educators for information and support. The Yukon Home Education Society and Klondike Home Education Association are excellent sources of information.

Educational options

Parents who choose home education for their children consider several factors in making their decision. These may include:

• Their children’s interests, learning styles, strengths and needs.
• The family’s beliefs and values.
• Time available to support their children’s education.
• Costs and available financial support.
• Legal requirements related to schooling.
• Available program options: regular schooling, distributed or distance learning, home education, or a blended model of these.

After considering the goals for your child’s education, you can consider the range of options available to you. Home education can be your child’s entire program or a part of it.

Your partner in home education is Yukon’s Aurora Virtual School (AVS). AVS supports a variety of educational choices for Yukon students, including classroom-based learning, distributed (distance) learning, home education, and combinations of these approaches. AVS can answer your questions, present options, and help you to follow through on your choices.
Options to consider are:

<table>
<thead>
<tr>
<th>Public School Programs</th>
<th>Home Education Programs</th>
<th>Blended Programs</th>
</tr>
</thead>
<tbody>
<tr>
<td>A public school is responsible for educating the child.</td>
<td>Parents are responsible for educating the child.</td>
<td>Parents and a public school share responsibility for educating the child.</td>
</tr>
</tbody>
</table>

Possible program components:
- Programs developed and delivered by public schools
- Distributed learning
- Online schools
- Alternative programs
- Outreach programs

Possible program components:
- Packaged programs delivered but not developed by parents
- Programs developed and delivered by parents or by a person chosen by parents
- Private school
- Long-term travel

When you choose the 100 per cent home education option for your child, you are fully responsible for planning and managing your child’s education program. You must do so in accordance with standards and requirements laid out in the *Education Act* and in the British Columbia curriculum, which Yukon follows.

**Further information about home education in Yukon**

Aurora Virtual School  
Box 2703  
Whitehorse, YT  
Y1A 2C6  
867-456-6061  
Web: [auroravirtuallschool.ca](http://auroravirtuallschool.ca)

Yukon Public Schools Branch  
Box 2703  
Whitehorse, YT  
Y1A 2C6  
867-667-5141

Yukon Home Education Society  
(Contact information is changing. Please contact Aurora Virtual School for information during the transition.)

Klondike Home Education Association  
(Contact information is changing. Please contact Aurora Virtual School for information during the transition.)
PLANNING MY CHILD’S HOME EDUCATION PROGRAM

Timing

You may initiate a home education program at any time, but the recommended time for planning is in the spring before the next school year.

Curriculum

Yukon follows British Columbia’s curriculum. The curriculum contains prescribed or required learning outcomes for each grade. The prescribed learning outcomes (PLOs) set the learning standards for the provincial Kindergarten to Grade 12 (K to 12) education system and form the basis of curriculum.

The PLOs are statements of what students are expected to know and do at the end of an indicated grade or course. Parents can search all of the PLOs at http://www.bced.gov.bc.ca/irp/plo_db.php.

Complete B.C. Ministry of Education curriculum documents are located at http://www.bced.gov.bc.ca/irp/welcome.php. They can be searched by subject area or grade.

The curriculum documents are often called Integrated Resource Packages (IRPs). These documents contain the prescribed learning outcomes, suggested indicators of achievement that describe activities and strategies to use to meet the expected outcomes, and ideas for assessing how a student can be evaluated.


Whether you choose to follow the B.C. curriculum documents or design your own program, becoming familiar with the prescribed learning outcomes of a grade or course will help you understand the levels of achievement that your child is expected to meet.

Graduation requirements

As home educators, you should become fully familiar with B.C./Yukon high school graduation requirements to ensure that your son or daughter is eligible to graduate with a Yukon Secondary School Diploma and is able to meet entrance requirements for Canadian post-secondary training programs, colleges or universities. Graduation requirements are included in Appendix 2 of this handbook.

Changing your educational program

You can modify your program plan at any time if your instructional emphasis changes. You must share significant changes in your program plan with Aurora Virtual School. Your child will still be expected to meet the Prescribed Learning Outcomes for his or her grade.
TEACHING MY CHILD

In planning your child’s home education program, you will decide which resources you want to use, the learning activities your child will undertake, and the evaluation techniques you will use to measure your child’s progress. The following chart will help you make these decisions.

<table>
<thead>
<tr>
<th>Resources</th>
<th>Learning Activities</th>
<th>Evaluation Techniques</th>
</tr>
</thead>
<tbody>
<tr>
<td>Print resources</td>
<td>Read material and respond to questions</td>
<td>Students are required to respond with pre-determined, correct answers:</td>
</tr>
<tr>
<td>Electronic resources</td>
<td>Compose and prepare a variety of written responses</td>
<td>a. Short oral or written answer</td>
</tr>
<tr>
<td>Human resources</td>
<td>Conduct research</td>
<td>b. Multiple choice</td>
</tr>
<tr>
<td>Community resources</td>
<td>Work with others to complete a task</td>
<td>c. True/false</td>
</tr>
<tr>
<td></td>
<td>Use media and internet resources</td>
<td>d. Matching</td>
</tr>
<tr>
<td></td>
<td>Prepare and deliver formal talks, presentations, and dramatizations</td>
<td>e. Numeric response</td>
</tr>
<tr>
<td></td>
<td>Complete experiments</td>
<td>Students are assessed on the quality of written compositions, problem solving and oral presentations by means of assessment forms that highlight important features in the work</td>
</tr>
<tr>
<td></td>
<td>Participate in organized field trips</td>
<td></td>
</tr>
</tbody>
</table>

Resources

Resources are a critical part of how you will teach your child. Your selection of resources will be influenced by what and how you want your child to learn. Home Education students can borrow curricular materials, including textbooks and equipment, from the Department of Education’s Resource Services. You can get lists of available resources from Aurora Virtual School. Parents may be billed for the cost of resources that are not returned at the end of a school year.

Aurora Virtual School also provides students with access to the ERAC Digital Classroom, a suite of high-quality digital learning resources with the content students need. The Digital Classroom provides databases, Canadian news, and content and videos such as Access Learning and Learn 360.

In addition, you may have community resources in mind to add to the print or electronic materials that you might borrow or purchase. Parents of home educated children often stress that community resources extend opportunities for their children to socialize with people of varied ages, backgrounds and interests. A home education group in your area can help you employ a range of community resources in your program. These groups frequently organize gym programs, reading classes, projects, field trips, special activities and celebrations. The Yukon Home Education Society and Klondike Home Education Association can provide information on upcoming events. Procedures for accessing school resources or facilities are outlined in Appendix 3.

Financial support for resources

Yukon Education provides financial support for the educational programs of home educated students. Home educators may receive up to $1200 per child per school year for resources or services they purchase to directly support their child’s educational program. These purchases must meet the use of funds requirements outlined in Appendix 4.
Learning activities

The learning activities your child will undertake relate directly to your goals and beliefs as a home educator. You and your child may have specific interests that you want to explore or major projects that you want your child to complete in order to meet the prescribed learning outcomes. Considering what you know about your child as a learner, you will probably want to emphasize learning activities related to how your child learns best: for example, by seeing, by listening, by doing or by moving. The following chart has been designed to help you plan learning activities related to your child’s learning style.

<table>
<thead>
<tr>
<th>Seeing</th>
<th>Listening</th>
<th>Doing or moving</th>
</tr>
</thead>
<tbody>
<tr>
<td>Videos</td>
<td>Panel discussions</td>
<td>Labs</td>
</tr>
<tr>
<td>Painting</td>
<td>Discussions</td>
<td>Dioramas</td>
</tr>
<tr>
<td>Timelines</td>
<td>Oral directions</td>
<td>Dramatization</td>
</tr>
<tr>
<td>Diagrams</td>
<td>Storytelling</td>
<td>Experiments</td>
</tr>
<tr>
<td>Charts, graphs, maps, pictures</td>
<td>Direct instruction</td>
<td>Puppetry</td>
</tr>
<tr>
<td>Displays</td>
<td>Choral reading</td>
<td>Demonstrations</td>
</tr>
<tr>
<td>Computer graphics</td>
<td>Debates</td>
<td>Constructing</td>
</tr>
<tr>
<td>Exhibits</td>
<td>Tape recordings</td>
<td>Collecting</td>
</tr>
<tr>
<td>Note taking</td>
<td>Interviews</td>
<td>Games, puzzles</td>
</tr>
<tr>
<td>Models</td>
<td>Music lectures</td>
<td>Field trips</td>
</tr>
<tr>
<td>Microscopes</td>
<td>Songs</td>
<td>Drawing</td>
</tr>
<tr>
<td></td>
<td>Reading aloud</td>
<td>Mime</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Movement of objects or shapes to learn mathematical concepts</td>
</tr>
</tbody>
</table>

Evaluation techniques

As the person in charge of your child’s learning, you are responsible for evaluating what your child has learned. Evaluation is normally done at the conclusion of learning tasks and activities, but you will also be sharing feedback during their work on activities.

The learning activities you choose connect to the prescribed learning outcomes — what you want your child to know and be able to do at the end of the activity. It is a good idea to involve your child in evaluating his or her own work and in future goal setting. While evaluation helps you and your child account for the learning, it also helps you decide what you need to emphasize next.

For example, if you are helping your nine-year-old child to summarize main ideas in reading, you will connect the prescribed learning outcome to the content, learning resources, learning activities and evaluation. In doing so, you can be confident that your child is meeting the outcome when the reading content is typical of Grade 3 expectations as explained in the British Columbia curriculum documents.

Student learning can be evaluated in a number of ways:
- Students respond with pre-determined correct answers.
- Students respond in writing or through oral presentations, demonstrations, problem-solving activities and dramatizations.
- Students run something, build something or create something.
A common educational practice to evaluate a student’s achievement is to create a rubric (marking scheme) for each learning activity. The rubric lists the criteria for the activity and describes the characteristics of student work at each of several levels of achievement. Rubrics allow both student and teacher to focus clearly on the requirements of an assignment. They also make assessment easier and more fair. The British Columbia Performance Standards, located at http://www.bced.gov.bc.ca/perf_stands/, are an excellent resource for using rubrics to assess your child’s progress. The performance standards are available by grade for reading, writing, numeracy, social responsibility, information and communications technology, healthy living and ordering information.
PARENT NOTEBOOK PAGE: Preliminary planning for a home education program

Use this form to record your thoughts about the resources and learning activities you will use in your child’s home education program.

<table>
<thead>
<tr>
<th>What learning outcomes should I consider in designing my child’s program?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>How will I plan the program’s content and learning activities?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What learning materials will I develop myself, and where might I rely on packaged programs?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What community agencies or support groups, possibly a home education support group in my community, will I involve in my program?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>What evaluation methods will I use?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>
ASSESSMENTS

Yukon Education, through Aurora Virtual School (AVS), arranges for home education students enrolled with AVS to participate in the assessments outlined below. Yukon Education covers the costs of administration and supervision for these assessments. AVS provides academic counselling to home education students and parents to help prepare students for these assessments.

Expected assessments

Yukon Foundation Skills Assessment
The Yukon Foundation Skills Assessments (YFSAs) are a set of B.C. curriculum-based assessments in reading, writing and numeracy for Grade 4 and Grade 7. All Grade 4 and Grade 7 Yukon students, including those enrolled in home education programs, are expected to take the YFSAs. (Any exemptions must be pre-approved by Yukon Education following discussion with AVS.)

The YFSAs are not standardized tests but rather assessments that inform teacher practice and guide student learning. The results inform students and teachers/parents about individual areas of strength and specific areas of need in numeracy and literacy.

British Columbia Provincial Exams
Students enrolled in the high school graduation program write a total of five B.C. provincial examinations, each taken at the conclusion of the following courses:
- Language Arts 10, Mathematics 10, Science 10
- Social Studies 11/12 or equivalent
- English or Communications 12

See Appendix 2 for a summary of what is needed to graduate from a Yukon secondary school. Students in French immersion or French-first language programs have different exam requirements.

Optional assessments

Home-educated students registered with AVS may take formative assessments similar to those given to students in public schools. Such assessments include Early Years Evaluation (EYE), District Assessment of Reading (DART), School-Wide Writes (SWW) and numeracy/problem-solving measures.

These assessments may be available to home educators upon request to AVS. Home educators should discuss with AVS which of these optional assessments would be suitable for their children.

RECORD KEEPING

It is important that you maintain informative records of your evaluations throughout the period of your child’s home education program. A typical evaluation portfolio includes evaluation activities and notes, tests, work samples, and evaluation forms or rubrics. Recording the dates on which your child completed the various evaluations will help you see your child’s growth.

Aurora Virtual School is required to maintain detailed assessment-of-learning records for your child, including records from at least two evaluations of student progress completed during the year.

It is also a good idea to keep records related to your child’s progress. The following Parent Notebook Page is helpful for recording progress and next steps you will take to support your child’s learning.
PARENT NOTEBOOK PAGE: Tracking progress

The form below can assist you in keeping track of the progress your child is making and what you will need to focus on to support growth.

<table>
<thead>
<tr>
<th>Subject: _______________________________</th>
<th>Date: _______________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>Learning outcomes achieved</td>
<td>Areas to work on next:</td>
</tr>
<tr>
<td>(What my child is able to do):</td>
<td></td>
</tr>
</tbody>
</table>
LEGAL RIGHTS AND RESPONSIBILITIES

Yukon children between the ages of 5 years + 8 months and 21, as of September 1, are entitled to educational programs appropriate to their learning needs. The Government of Yukon considers home education to be an acceptable option, as stated in the Education Act.

Before proceeding with a home education program, you must notify the Department of Education by contacting Aurora Virtual School (AVS). AVS is responsible for administering home education plans.

Your decisions about home education, including whether to opt for a blended model or to incorporate distributed learning into your program, will be much more informed if you are aware of the legal rights and responsibilities associated with home education.

The Education Act recognizes and affirms your rights as a home educator and lays out your responsibilities. While your program planning will extend beyond legal matters, you will want to ensure that your child’s home education program is consistent with legal requirements. (See Appendix 1 for relevant excerpts from the Act.)

In Yukon, a home education program involves three main parties: the student, the parent, and the school of record to which the student is connected.

Students are responsible for meeting learning goals. The following chart outlines the rights and responsibilities of home educating families and schools of record (represented in the chart by Yukon Education). The chart indicates the importance of clear, consistent and constant communication among all the parties involved.
## Yukon Home Education Programs – Rights and Responsibilities

<table>
<thead>
<tr>
<th>Parents</th>
<th>Yukon Education</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Enrolment</strong></td>
<td><strong>Enrol students in local school, which becomes the school of record for students taking 50% or more of their educational programs in person in those schools. (The school of record is the school where the majority of core academic courses are being taken.)</strong>&lt;br&gt;• Home education students may be cross-enrolled; for example, with a local Yukon school for an in-person course; with a web-based distributed learning course led by an AVS teacher; or with AVS for access to a course/program with an out-of-territory distributed learning school. (Only AVS can approve of a course or program from a distributed learning school.)&lt;br&gt;• Home education students must register with AVS on an annual basis, and all forms and plans must be submitted no later than September 15 of that school year.&lt;br&gt;• In situations where families or students are considering home education options once the school year is underway, forms and plans must be submitted two weeks prior to commencing the home education program. Approval is not guaranteed.</td>
</tr>
<tr>
<td><strong>Program Planning</strong></td>
<td><strong>Provides advice about program options and about completion of home education plans.</strong>&lt;br&gt;• Advises parents about services and resources provided to home educators and students.&lt;br&gt;• Approves home education plans.&lt;br&gt;• Does not guarantee approval of application to a distributed learning program or course. Note: Approval may be dependent on the time of year that an application is submitted due to course and resource availability. For example, applications submitted in late spring may be postponed until the fall if summer courses are not available.</td>
</tr>
<tr>
<td>Parents</td>
<td>Yukon Education</td>
</tr>
<tr>
<td>---------</td>
<td>----------------</td>
</tr>
</tbody>
</table>
| **Notification** | • Complete and submit the Home Education Plan to AVS by September 15 of that school year. (Refer to Appendix 5: Home Education Plan.)  
• Notify AVS of withdrawal from or major alteration of Home Education Plan by May 15 of that school year. | • Receives home education plans.  
• Within 15 school days, reviews the plan and notifies parents of acceptance or rejection. (See “Program Assessment” section below for more detail.)  
• At parents’ request, helps home educators to prepare the plan.  
• Notifies parents about the implications of particular choices in terms of the granting of high school credits or eligibility for a high school graduation diploma.  
• Notifies parents about financial support available. |
| **Extra-Curricular Programs and Facilities** | • Decide whether to request the student’s involvement in a school’s extra-curricular activities and/or use of school facilities and equipment. (Refer to Appendix 3: Procedures for Accessing Public School Resources and Facilities.) | • Communicates the procedures for a home education student’s involvement in school and extra-curricular activities and use of school facilities and equipment. |
| **Instructional Resource Funds** | • Discuss proposed purchases of instructional material with AVS before purchasing. (See Appendix 4: Purpose of the Resource Allocation Fund and Appendix 6: Resource Allocation Fund Reimbursement Sample Claim Form.)  
• Submit receipts for materials and learning resources purchased, at least one week prior to the last Friday of September, November, February or May.  
NOTE: Funds may not be used for personal expenses normally paid by parents of children enrolled in public school. Parents may not claim a salary. Parents may decline funding. | • Develops a home education funding policy.  
• Reimburses parents for purchases of instructional materials, to a maximum of $1200 per home educated child.  
• Collects receipts for instructional material purchased by parents for processing in September, November, February and May. |
| **Instructional Materials and Services** | • May borrow curricular materials directly from Yukon Education’s Resource Services. (Parents may be billed for the cost of resources that are not returned at the end of the school year.)  
• Contact AVS to arrange to borrow materials, subject to availability, from local schools with which student is cross-enrolled.  
• Make arrangements with their local school principal for access to library materials. | • Provides online and in-person access to Resource Services resources.  
• Enrolment in AVS gives students access to digital learning resources that can be used anytime. (An up-to-date list of resources can be found on the AVS website, [http://auroravirtualschool.ca](http://auroravirtualschool.ca).)  
• AVS students have access to library resources at their local school, subject to availability. |
<table>
<thead>
<tr>
<th>Parents</th>
<th>Yukon Education</th>
</tr>
</thead>
</table>
| **Program Management** | • Administer and manage the home education program.  
• Agree on specific times for visits of AVS teacher.  
• Regularly update program plans to respond to the student’s emerging program needs.  
• Inform AVS about significant changes to plans. | • Gives parents copies of all home education policies and changes to policies. |
| **Evaluation** | • Evaluate the progress of student at regular intervals; maintain a collection of student work with dates completed. Keep records of evaluation with dates.  
• Discuss evaluations with AVS.  
• Ensure that the student is available so that an AVS teacher may evaluate the child’s progress.  
• Discuss arrangements with AVS for the student to write the Grade 4 and Grade 7 Yukon Foundation and Skills Assessments and provincial exams for Grade 10, 11 and 12 examinable courses | • Reviews parents’ evaluation records.  
• Ensures that students who are at the equivalent of Grades 4 and 7 have the opportunity to write the Yukon Foundation and Skills Assessments; records the results of tests on appropriate form; informs parents of results.  
• Recommends actions that will help students reach higher levels of achievement.  
• Maintains student records and makes them available to parents. |
| **Program Assessment** | • Decide how well the home education program is working for the student. If the parent decides to end the program, the parent can choose another education program or enrol the student in a public school. Whatever the parent decides, written notice must be given to AVS. | • Assesses how well the home education program is working for the student.  
• May end a home education program and offer an alternative if there is lack of student progress or parent is non-compliant with Education Act or Regulations. Should a home education program be terminated, Yukon Education/AVS must ensure that the student has access to an alternate program for the rest of the school year.  
• Informs parents of their right to ask for a review of the termination decision. |
**PARENT NOTEBOOK PAGE: Home education rights and responsibilities**

Use this page to record your questions about your home education rights and responsibilities, and the answers you receive.

<table>
<thead>
<tr>
<th>My Questions</th>
<th>Answers to My Questions</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

**Sources of answers to my questions:**

1. Aurora Virtual School staff
2. Aurora Virtual School website
3. Local public school principal
4. Department of Education superintendent
5. Yukon Home Education Society and Klondike Home Education Society
CHOOSING THE RIGHT HOME SCHOOL OPTION FOR YOUR CHILD

After you have reviewed your home education rights and responsibilities, you may be ready to decide on the right home-schooling option to meet your child’s educational needs. You may opt for 100 per cent home education for your child, cross-enrolment with a local school, enrolment in one or more distributed learning (DL) courses, or a combination of these. Whichever option you choose, it must be detailed in your home education plan and submitted to Aurora Virtual School (AVS) for review and approval.

Local school cross-enrolment

Registered home education students may enrol in educational programs or courses offered by their local school. Parents may opt to cross-enrol their children with a local neighbourhood school, through AVS, to take, for example, music, physical education or special classes offered at the school. They may also want their children to take one or more core subject classes such as science, math, language arts, and social studies in a local school.

Parents must apply to AVS in writing for cross-enrolment in the local school. AVS will contact the local school to determine availability and cross-enrol the student if possible. Participation in a program or course is subject to class size requirements established in collective agreements, class composition, and scheduling. Acceptance into a class is not guaranteed; contractual obligations regarding class size, school operational requirements, and scheduling needs may hinder access to a class. As well, subjects such as social studies, art, physical education, science, etc. are increasingly embedded in math and literacy classes, making it difficult to isolate specific core subjects in the K-7 school program in particular. Any questions about these matters can be answered by Aurora Virtual School and the local school principal.

Home education students must satisfy program or course prerequisites and requirements and must commit to regular attendance for the full duration of a course. Transportation to or from the school outside of regular bus schedules is the responsibility of the parent.

Distributed learning courses

Access to distributed learning (DL) schools, courses and online communities is provided to all Yukon students, including those engaged in home education. Parents may choose to include DL courses from an approved school in their home education programs. To be approved, a DL school must have a memorandum of understanding with Yukon Education. AVS acts as a liaison between home educators and DL schools. Parents can get a list of approved DL schools from AVS. Parents are welcome to peruse school websites and to contact the schools for information, but formal contact to begin a DL program must come through AVS.

Home education students may enrol in an educational course or program either provided by or facilitated by AVS, if the intent is to enrol the student for the full duration of the course, and any program or course prerequisites are met. Over time, AVS will develop and deliver Yukon-focused online courses.

Yukon Education covers all fees for approved DL courses for home education as follows:

- Grades 1 – 7 Full program: Six to eight courses from one particular DL school.
- Grades 8 – 12: Up to two concurrent DL courses. Students who demonstrate success in the online environment may take up to two additional courses each semester.
PARENT NOTEBOOK PAGE: Meeting with AVS, DL school

Use this form as a guide to cover important topics relating to your educational choices when you meet with AVS or a prospective DL school.

<table>
<thead>
<tr>
<th>Pre-Meeting Planning</th>
<th>Notes from Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discuss:</td>
<td></td>
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<tr>
<td>- My beliefs and goals</td>
<td></td>
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<tr>
<td>- Curriculum resources and materials</td>
<td></td>
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<tr>
<td>- The written description of my child’s program and help</td>
<td></td>
</tr>
<tr>
<td>maintained for program planning</td>
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</tr>
<tr>
<td>- My child’s special education needs, if any</td>
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<tr>
<td>- Evaluation procedures, including the portfolio that</td>
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<tr>
<td>will maintain</td>
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<tr>
<td>- Visits with a teacher</td>
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<tr>
<td>- The keeping of evaluation records</td>
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<tr>
<td>- My child’s use of territorial FSA or diploma exams</td>
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<tr>
<td>- My child’s use of school facilities, equipment and</td>
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<tr>
<td>services</td>
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<tr>
<td>- Current funding provisions, including amounts from</td>
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<td>possible DL schools and what cross-enrolment means</td>
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<tr>
<td>to funding support for my child’s education plan</td>
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<tr>
<td>- Name of person to call when I have questions or need</td>
<td></td>
</tr>
<tr>
<td>assistance</td>
<td></td>
</tr>
</tbody>
</table>
FOLLOWING THROUGH ON THE HOME EDUCATION PLAN

Successful home education programs grow and change over time with your child. They follow a schedule with the role of teacher emphasized and separated from the role of parent. They involve effective communication with and support from Aurora Virtual School (AVS), and they reach out to a community of fellow home educators.

Remember that you are entitled to ongoing advice and assistance from AVS. You may want to request use of facilities or the resources of a local school, you may want to look for a different DL school, or you may want to explore programing at your local school.

Day-to-day activities

Once your home education plan has been accepted, and you have purchased resources and started your child’s program, you will have to deal with day-to-day activities. The Yukon Home Education Society and Klondike Home Education Association can give helpful advice and suggest activity options. You can also search out information about home education conferences and other opportunities for the sharing of ideas about activities and resources.

Changing the plan over time

Home-educating parents often stress the importance of changing program plans and activities as children grow and as children’s needs and interests change. Your ongoing evaluation will help you select appropriate activities and learning resources as you move forward on your home education plan.

Scheduling

Scheduling is important to maintaining your child’s program. How much time will you allot to your child’s planned learning activities? Some home-educating parents stress the need to separate the role of teacher from the role of parent. For them, scheduling is key to preventing burnout, since they have planned times to focus on their teaching role.

Helping my child work effectively

Helping your child to analyze learning tasks and to plan how to successfully complete them will also benefit your home education program. Perhaps you observe that your child works too quickly and carelessly in completing tasks. Or perhaps your child seeks constant direction and guidance. Sometimes children report that they just cannot do a task. It is always wise to focus your child on two key questions:

• What do I have to do?
• How will I do it?

To deal with the first question, encourage your child to explain the assignment in his or her own words. “What do you think you have to do? How do you know?” If you have examples of work related to the task — for example, print or video samples — show them to your child. Often, showing works better than telling.
In helping with the “how” question, have your child consider the stages in completing the assignment. If your child tends to rush the completion of work, focus on options or alternatives:

- How will I get started?
- How will I continue?
- How will I end?
- How will I know whether I have succeeded?

**Tutoring support**

Funds may be available for tutoring support for your child through AVS. Tutors are arranged and paid by AVS, which does a criminal records check and qualifications check on the tutor, and requires receipt of a report on goals and outcomes, and receipt of financial statements.

**Assessing success**

Throughout your home education journey, you will want to ensure that your work with Aurora Virtual School is productive. AVS will work with you on assessing and recording your child’s progress. Plan an annual assessment of your program and the support you have received.

**PLANNING FOR CHILDREN WITH SPECIAL EDUCATION NEEDS**

Yukon’s *Education Act* recognizes that some children require special education programs. Yukon Education is responsible for providing special education supports for their resident and enrolled students. When parents of students with special education needs choose to home educate, they are responsible for meeting their children’s educational needs, including their special education needs. Aurora Virtual School can help. Its school-based team is available to discuss individual student needs, support specific resource procurement, and make referrals to the Student Support Services branch of Yukon Education.

Parents who are considering a distributed learning school should inform the school of their child’s special learning needs.

Planning for special needs students follows a similar process to that outlined for home education students. In addition, the following procedures apply:

- Priority for the provision of any services is determined by the AVS school-based team on a case-by-case basis.
- The AVS school-based team meets approximately once every three months to provide advice on the development of the learning plan for a student with special education needs.
ENDING A HOME EDUCATION PROGRAM

Home education parents and Aurora Virtual School enter into a formal agreement for each school year of the home education program. Continuation of the home education program to the next school year is not guaranteed; it needs to be discussed and approved on an annual basis through submission of the home education plan to AVS. Should the parents wish to end the home education plan for the following school year, they must notify AVS in writing by May 15 of the current school year.

Parents who wish to end a home education plan must be prepared to commit to some other form of education for their child, such as attending the local public school, changing DL schools (subject to timing in the school year) or altering cross-enrolment arrangements. Parents must discuss with AVS the termination of the home education plan and the next step in the child’s education.

PLANNING FOR TRANSITIONS

Transitions are a normal part of all children’s lives. Children start school, move from grade to grade, and move to different schools. While all children should be supported in the transitions of their lives, some transitions apply specifically to home education students:

- Transition from parent-provided education to school-provided education
- Transition from school-provided education to parent-provided education
- Transition from home education program to post-secondary institution
- Transition from home education program to work

Parents help their children with all of these transitions through careful planning and discussion with them. Many experienced home educators have suggested that children adjust better to these transitions when parents explain the reasons for choices and changes. Your child’s confidence to handle a transition will be greater when you talk to your child about why a change is desirable or necessary, and when you emphasize how you will help during the transition.

Parents who are home educating children in Grade 10, 11 or 12 have the added responsibility of ensuring that graduation requirements are met so that their children can earn a Yukon Secondary School Graduation Diploma. As well, parents and students need to be aware of prerequisites for the post-secondary programs of their choice, and ensure that their children can meet them. Possession of a graduation diploma does not in itself guarantee acceptance into a post-secondary institution.

Some students may choose to take a break from academic life to travel or work before pursuing advanced trades training, college or university. Whatever choice your student makes, AVS can assist in planning, including mapping out post-secondary paths and researching financial support available to the student.

Home educated students are eligible for the Yukon Excellence Award program and the Yukon Grant.

Contact Student Financial Assistance, Advanced Education
Box 2703
Whitehorse, YT
Y1A 2C6
867-667-5929
A FINAL WORD

Your goal to create an appropriate and enriching home education program for your child challenges you to plan, maintain and evaluate your child’s program. Every section of this handbook points to the importance of effective communication and ongoing cooperation between you and Yukon Education. The key to effective home education programs is a successful partnership between parent, child and Aurora Virtual School.
Appendix 1: Yukon Education Act and Home Education Regulations

Excerpts that support home education taken from the Yukon Education Act.

PART 2, TERRITORIAL ADMINISTRATION, Section 4, Goals and Objectives.
The Minister shall establish and communicate for the Yukon education system goals and objectives, which are:
(a) to encourage the development of students’ basic skills, including:
   (i) the skills of literacy, listening, speaking, reading, writing, numeracy, mathematics, analysis, problem solving,
      information processing, computing

PART 3 STUDENTS AND PARENTS, Division 1; Access to Education; Section 10, Right to education. Page 17
Persons are entitled to receive an educational program appropriate to their needs in accordance with the provisions of this Act:
(a) who at September 1 in a year are 5 years and 8 months of age or older and younger than 21 years of age; and
(b) who are Canadian citizens, lawfully admitted to Canada for temporary or permanent residence, a child of a Canadian citizen, or a child of an individual who is lawfully admitted to Canada for permanent or temporary residence.

PART 3 STUDENTS AND PARENTS, Division 3; Parent Rights and Responsibilities; Section 19, Choice of Education. Page 22
Subject to the provisions of this Act, parents may choose home schooling, private schooling or public schooling for their children.

PART 3 STUDENTS AND PARENTS, Division 4; Compulsory Education; Section 22, Compulsory education. Page 23
Unless under subsection (2), every child who at September 1 in a year is 6 years and 8 months of age or older and is younger than 16 years of age shall attend a school operated by the Minister or a School Board.
(2) A student is excused from attendance at school if:
   (e) the student is enrolled and in regular attendance at a private school or a home education program in accordance with this Act; or
   (f) the student is enrolled in distance education courses as approved by the deputy minister.

PART 3 STUDENTS AND PARENTS, Division 5; Optional Education; Section 31,Home Education. Page 28, 29, 30
(1) A parent of a student may provide, at home, a home education program for the student if the parent complies with this section and if the program meets the goals and objectives outlined in subparagraph 4(a)(i) of this Act.

(2) The parent shall, before the start of a home education program for the student and on an annual basis thereafter for as long as the home education program is offered, register the student with the Minister.

(3) An educational plan for each student who is receiving home education shall be prepared and provided to the Minister subject to the following conditions:
   (a) an initial educational plan shall be prepared and provided to the Minister before the start of the home education program;
   (b) an educational plan shall be for a minimum period of three school years and shall cover every year of the home education program; and
   (c) each educational plan shall include a description of the learning activities for the student that will comply with the goals and objectives set out in subparagraph 4(a)(i) of this Act.

(4) The parent of a home education student may request that tests be administered to the student subject to the requirements of the regulations and to payment of fees prescribed by the regulations for any tests that are administered.

(5) A student in a home education program may attend courses offered by the Minister or a School Board subject to any terms and conditions established by the regulations.

(6) The parent of a home education student may receive for the student educational resource materials and use of school facilities and equipment subject to the regulations.
(7) The Minister may
   (a) provide for the assessment of the student’s achievement on a regular basis and communicate the results to the
       parent;
   (b) advise the parent if, in the opinion of the Minister, the student is not making reasonable progress in the program; and
   (c) provide the parent with recommendations which will assist the student in improving the level of achievement.

(8) Despite subsection (1), the Minister may, in writing, terminate the home education program if the Minister is of the
    opinion, after considering the abilities of the student, that
    (a) the home education program no longer meets the requirements of subparagraph 4(a)(i); or
    (b) the student has failed to meet standards of student achievement, as measured by achievement testing, comparable to
        those of schools operated by the Minister or a School Board

(9) The Minister shall, in conjunction with the notice of termination, direct the student to attend a school operated by the
    Minister or a School Board effective on the date specified in the notice of termination.

Home Education Regulations
Pursuant to Section 31 of the Education Act

Registration
1. The registration required under section 31 of the Act shall include:
   (a) the names by which the student is known,
   (b) the student’s birth date and sex;
   (c) the names of the student’s parents;
   (d) the address and telephone number of the student and of the parents;
   (e) the citizenship of the student and, if other than Canadian, the type of visa held by the student and its
       expiration date;
   (f) the address where the home education program is to be conducted;
   (g) the name of the home education instructor.

Educational plan
2. The educational plan to be provided to the Minister under subsection 31(3) of the Act shall include:
   (a) an outline of the instructional program and the learning activities to be offered;
   (b) a list of the textbooks and other instructional materials to be used in the instructional program and the
       learning activities;
   (c) where the applicant proposes to use resource material in a school managed by the Minister or operated by
       a School Board in an educational plan, a list of the resource material in the school which the applicant wishes
       to use;
   (d) where the applicant proposes to use the equipment or facilities of a school managed by the Minister or
       operated by a School Board, a schedule for the use of the equipment or facilities of the school suggested by
       the applicant.
Approval and notification
3.
(1) The Minister may refuse to approve an educational plan where the Minister is satisfied
   (a) that the registration or the educational plan does not meet the requirements set forth in the Act or in
   these regulations, or
   (b) that the proposed instructional program does not meet the goals and guidelines under subparagraph 4(a)
   (i) of the Act.
(2) Where the Minister refuses to approve an educational plan, the Minister shall promptly advise the parent of
   the reasons for the refusal and recommend ways in which the deficiencies in the registration, educational
   plan, or instructional program may be remedied.
(3) Where the educational plan has been approved, the Minister shall promptly notify the parent of the approval
   and of the student’s eligibility to receive credits for courses completed under the home education program,
   or the student’s eligibility to write Grade 12 departmental examinations.

Use of school materials and facilities
4.
(1) The Department or School Board, as the case may be, shall determine whether the resource material,
   equipment, or facilities set out in the educational plan can be provided and, if so, shall establish a schedule
   for their use with the parent and the administration of the school.
(2) The parent of a student utilizing the resource material, equipment or facilities may be required to pay fees in
   an amount to be determined by the Department.

School attendance by home education student
5.
(1) A home education student may attend courses offered by the Minister or by a School Board provided that
   (a) a written application is made to the Department or to the School Board, as the case
   may be, at least three months prior to the commencement of the course;
   (b) the parent and student meet with representatives from the Department or the
   School Board, as the case may be, and from the school administration to determine the student’s placement;
   (c) the student successfully completes a placement examination relating to the courses to be attended;
   (d) the parent and student agree to abide by the policies and rules of the school to be attended;
   (e) there is place available for the student in the course.
(2) The parent and, where appropriate, the student shall be advised in writing as to whether the application has
   been approved.

Achievement testing
6.
(1) The Department may provide achievement testing for a home education student where
   (a) the parent has made a written request for such testing;
   (b) the parent has satisfied the Department that there is a need for such testing.
(2) The Department will advise the parent within 14 days of receipt of the written request whether it is prepared
   to provide the achievement testing, and, if so, will advise the parent of the date, time and place for such
   testing.
(3) Nothing in subsections (1) or (2) shall limit the Minister’s ability to establish policy and guidelines for the
   evaluation of home education students under paragraph 307(i)(f) of the Act or the Department’s ability to
   administer these policies and guidelines.
Appendix 2: At-a-glance requirements – what you need to graduate

In order to graduate with a High School Graduation Diploma from a Yukon or B.C. secondary school, every student in the graduation program has to pass certain basic courses, such as mathematics and science. The table below is an overview of what you need to graduate:

- 48 credits from required courses,
- 28 credits from elective courses, and
- 4 credits from Graduation Transitions

Graduation requirements are introduce in your Planning 10 class. For more help talk to your teacher or school counsellor, and refer to the Graduation Planner of the B.C. ministry located in the IRP section.

<table>
<thead>
<tr>
<th>REQUIRED COURSES</th>
<th>Minimum Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Planning 10</td>
<td>4</td>
</tr>
<tr>
<td>A Language Arts 10</td>
<td>4</td>
</tr>
<tr>
<td>A Language Arts 11</td>
<td>4</td>
</tr>
<tr>
<td>A Language Arts 12</td>
<td>4</td>
</tr>
<tr>
<td>A Mathematics 10</td>
<td>4</td>
</tr>
<tr>
<td>A Mathematics 11 or 12</td>
<td>4</td>
</tr>
<tr>
<td>A Fine Arts and Applied Skills 10, 11 or 12</td>
<td>4</td>
</tr>
<tr>
<td>Social Studies 10</td>
<td>4</td>
</tr>
<tr>
<td>A Social Studies 11 or 12</td>
<td>4</td>
</tr>
<tr>
<td>Science 10</td>
<td>4</td>
</tr>
<tr>
<td>A Science 11 or 12</td>
<td>4</td>
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<tr>
<td>Physical Education 10</td>
<td>4</td>
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</tbody>
</table>

48 Credits

<table>
<thead>
<tr>
<th>ELECTIVE COURSES</th>
<th>Minimum Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students must earn at least 28 elective credits</td>
<td></td>
</tr>
<tr>
<td><em>Additional Grade 10 – 12 credits</em></td>
<td>28 Credits</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>GRADUATION TRANSITIONS</th>
<th>Minimum Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students must earn 4 credits for Graduation Transitions</td>
<td>4 Credits</td>
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</table>

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<tr>
<th>OVERALL TOTAL</th>
<th>Minimum Credits</th>
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<tbody>
<tr>
<td>Of the 80 credits for graduation at least 16 must be at the Grade 12 level, including a grade 12 Language Arts course.</td>
<td>80 Credits</td>
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</tbody>
</table>

To graduate with a diplôme de fin d'études secondaire, a student enrolled in a French Immersion Program must successfully complete Français langue seconde – immersion 10, 11 and 12, including the Required Graduation Program Examination and earn at least 12 credits in Grade 10, 11 or 12 courses that are in French with at least 4 of those credits earned in courses at the Grade 11 or 12 level.

To receive a diplôme de fin d'études secondaire, a student must complete Français langue première 10, 11 and 12 for the Language Arts required subject area. To receive a graduation certificate in both French and English, a student must complete Français langue première 10, 11 and 12, and English Language Arts 10, 11 and 12.
APPENDIX 3: Procedures for accessing public school resources and facilities

Extra-curricular programs and facilities

Access to school or other facilities

Individuals and groups of students enrolled in AVS may access facilities at local schools to which they are cross-enrolled. Facilities can include, but are not limited to:

- library
- gymnasium
- computer lab
- sports field
- playground

Requests for access to local school facilities during regular operational hours are made through AVS, which will connect with the local school.

Access is granted on the basis of the availability of space and will be subject to the operational requirements of the school program as determined by the local school principal and existing agreements with non-school user-groups. This will often mean access may only be available outside regular school hours.

If facilities are not available at the school, AVS will, if possible, secure a site and Yukon Education will pay any associated costs. Access to school facilities outside of regular operational hours is subject to the same rules and procedures governing any community user group and, as such, is not made through Aurora Virtual School.

Access to activities

A home education student registered with AVS may participate in local school-based activities subject to the following:

- Requests for access to activities by AVS students are made to AVS who will communicate the requests to the local/catchment area school principal
- Students cross-enrolled at their local school make requests directly to the local school principal
- Arrangements for participation are made in advance between AVS, the principal of the local school and the parent/guardian
- Participation in the activity does not limit the participation of students enrolled full time at the school
- Provision for student transportation, supervision, and appropriate insurance coverage is the responsibility of the parent
- The activity relates directly to the child’s educational program, as per their approved Home Education Plan
Permitted activities during operational hours:
• Field trips directly linked to courses in which the home education student is cross-enrolled
• Sports tournaments, if the student is a member of a club team at their local school
• Special events such as Science Fair, Heritage Fair, Bridge Building competition, Sports Day, etc.

Permitted school activities during non-operational hours:
• Field trips directly linked to courses in which the HE student is enrolled at their local school
• Sports tournaments, if the student is a member of a club team at their local school
• Territorial Science Fair, Territorial Bridge Building competition if the activity relates directly to the student’s HE Plan
• Clubs that are school-based and occur during operational, non-instructional hours (e.g. sports, music, drama, crafts), the particular criteria for which is at the discretion of the lead adult
• Events at the local school to which the public is invited

Home education students wishing access to school activities must contact AVS.
Appendix 4: Purpose of the Resource Allocation Fund

Parents home educating their children have access to up to $1200.00 per child per school year for resources or services purchased by the parent that directly support the educational program and meet the use of funds requirements as outlined in the following table. The purchased materials should correlate with the goals outlined in the home education plan for each child. Yukon Education recognizes the need for financial support for the educational program of home educated students. These funds are to provide home educated children similar and equitable opportunities and resources to students enrolled in public schools. These funds will be pro-rated for students that are cross-enrolled in a public school and/or receiving similar funding from any Distance Learning school they are taking programming from.

Guidelines for Accessing Resource Funds

<table>
<thead>
<tr>
<th>Acceptable Use</th>
<th>Unacceptable Use</th>
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<tbody>
<tr>
<td>• Non-consumable resources such as texts, novels, leveled reading books, etc.</td>
<td>• Materials normally provided by parents for school supplies such as pencils, pens,</td>
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<tr>
<td>that are not available for loan from the Learning Resource Centre</td>
<td>crayons, notebooks, etc.</td>
</tr>
<tr>
<td>• Consumable resources such as workbooks, classroom oriented art supplies, etc.</td>
<td>• Travel costs</td>
</tr>
<tr>
<td>• Entrance fees for the registered student to museums, art galleries, etc.</td>
<td>• Meals</td>
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<tr>
<td>• Curriculum materials that support the home education plan</td>
<td>• Participation of the home educated student in a program or group program which</td>
</tr>
<tr>
<td>• Internet connection fees</td>
<td>parents of students in a public school would need to pay for such as music</td>
</tr>
<tr>
<td>• Assistive Technology required to support the student in their home education</td>
<td>lessons, sports teams, etc.</td>
</tr>
<tr>
<td>program such as iPad, laptop or desktop computer (this will be limited to 1</td>
<td>• Membership fees in clubs, societies, organization, or community group</td>
</tr>
<tr>
<td>item per student every 5 years)</td>
<td>• Musical instruments</td>
</tr>
<tr>
<td>• Specialized equipment needed to support the learning program such as</td>
<td>• Sports equipment</td>
</tr>
<tr>
<td>science kits, microscopes, math manipulatives, maps, etc.</td>
<td>• Extended warranties on special hardware purchased such as computers, science</td>
</tr>
<tr>
<td>• Parents of registered students may use a portion of these funds in</td>
<td>equipment, etc.</td>
</tr>
<tr>
<td>conjunction with other home educating parents to secure a guest instructor to</td>
<td>• Tutoring</td>
</tr>
<tr>
<td>deliver a program to a group of home educated students that supports their</td>
<td>• Wages and honoraria</td>
</tr>
<tr>
<td>educational program</td>
<td>• Purchasing used materials previously purchased with resource funds by another</td>
</tr>
<tr>
<td></td>
<td>family</td>
</tr>
</tbody>
</table>

i Partially or wholly reimbursed amounts cannot be claimed under the “Children’s Fitness Amount” or “Children’s Art Amount” on the Federal Schedule 1 Tax and Credit calculation. For example, a parent who is partially or wholly reimbursed to secure a guest instructor to deliver art or physical education lessons over a minimum period of 8 consecutive weeks will not be eligible to claim the reimbursed amount on his/her federal income tax return.

ii Incurred amounts considered as an unacceptable use under the Resource Allocation Fund may be eligible as a federal tax credit on one of the parent’s income tax return. Additional information is available through the Canada Revenue Agency (CRA) website on eligible expenses, programs and how to claim: Line 365 - Children’s Fitness Amount (http://www.cra-arc.gc.ca/tx/ndvds/tpcs/ncm-tx/rtrn/cmpltng/ddctns/lns360-390/365/menu-eng.html) and Line 370 - Children’s Art Amount (http://www.cra-arc.gc.ca/tx/ndvds/tpcs/ncm-tx/rtrn/cmpltng/ddctns/lns360-390/370/menu-eng.html).
Purchases of any single item of $400 or more requires pre-approval. Please contact Aurora Virtual School to discuss.

Groups of parents may also submit proposals to AVS for funds to cover activities such as swimming or skating where facilities may need to be rented. Depending on the numbers involved Yukon Education may cover or share the costs with parents.

To access these funds, parents are required to submit original receipts showing Canadian dollars. Receipts will be collected twice in the school year with cut-off dates of the last Friday in September, November, February and May. Please complete and submit the Resource Fund Claim Form found in Appendix 6 along with original receipts to Aurora Virtual School.

Reimbursement from Yukon Education cannot be sought for amounts claimed under the Government of Canada’s Children’s Art Amount and/or Children’s Fitness Amount through a parent’s federal income tax return.
## Appendix 5: Home Education Plan form

<table>
<thead>
<tr>
<th>General Time Period</th>
<th>Topics/Outcomes/Objectives</th>
<th>Assessment</th>
<th>Resources Required</th>
</tr>
</thead>
<tbody>
<tr>
<td>October 31</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>December 15</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>February 28</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>June 15</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Topics/Outcomes/Objectives**
- Covered if using a DL school, put the school name, program/course and date start-up in the space provided below.
- If setting your own topics and objectives, please review the B.C. curriculum documents found at the link below.

**Assessment**
- How will the student be able to demonstrate acquisition of learned knowledge, skills and attitudes?

**Resources Required**
- You may have some ideas of resources you want to use and resources you want to investigate further.

**Grade level to be achieved at the end of three years**

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**Appendix 5: Home Education Plan form**

**Student:** ____________________  **Grade:** ____________________  **Instructor:** ____________________

**Date Submitted:** _____________  **For the School Year:** 2014/15  **Curriculum Subject:** _____________

(D/M/Y)
The Home Education Plan must be submitted on an annual basis for any home education or distance learning school program. All plans are for one school calendar year and need to be renewed each year prior to September 15. Contact AVS if you have any questions.

**Time-line for education planning**

1. Home Education Plan is submitted prior to June 15 of current school year for following school year. No Home Education Plans will be processed between June 20 and August 25 of the calendar year.
2. All Home Education Plans must be submitted to AVS prior to September 15 of the current school year. Note processing closure dates in point 1.
3. A decision to request a DL program as the home education plan must be made, processed and approved before September 30.
4. If a parent of a grade 1 to 7 student chooses a DL program for their child, then that program is the program of choice for the entire school year to completion in June of that school year. DL programs cannot be terminated in mid-year. Due to the cost associated with these programs, it is not possible to make a change after registration.

Resource funds from Yukon Education may be used to meet the needs outlined in this plan.

The Individual Resource Package (IRP) has lists of resources to relevant to the learning outcomes of the specific topics that need to be covered. These resources are available for loan, free of charge, to all home educators. Home educators that wish to purchase additional resources not listed in the B.C. IRP need to show how the resource will help the student meet the prescribed learning outcomes.

http://www2.gov.bc.ca/gov/topic.page?id=AC8D9860C99E4F5987D5549EB8FCB1B6&title=Curriculum
http://www.abcteach.com/
http://www.bced.gov.bc.ca/irp/plo_db.php
http://edhelper.com/
http://education.scholastic.ca/
http://www.enchantedlearning.com/Home.html
http://www.superteacherworksheets.com
Appendix 6: Resource Allocation Fund reimbursement sample claim form

Aurora Virtual School | Request for Reimbursement

Date of Request ____________________________

Parent Name ____________________________________________

Mailing Address ____________________________________________

Student Name ____________________________________________

Grade ____________________________

School Year ____________________________

Important: Attach original receipts. Separate form for each student.

<table>
<thead>
<tr>
<th>Date</th>
<th>Vendor</th>
<th>Description</th>
<th>Amount*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sept. 5, 2014</td>
<td>Boreal.com</td>
<td>Student Microscope</td>
<td>$249.00</td>
</tr>
<tr>
<td>Sept. 8, 2014</td>
<td>Canadian Homeschooler</td>
<td>Writing Ideas for Grades 7-9</td>
<td>$15.95</td>
</tr>
</tbody>
</table>

* if purchased in US dollars, proof must be provided re value in CDN dollars

Amount Requested ____________________________

Amount Approved ____________________________

Section 29 (Certification Authority)