



Grande Prairie
Public School
Division



GPPSD HOME EDUCATION GUIDE



Information for parents and guardians

Grande Prairie Public School Division Home Education is committed to providing flexible, quality learning options so every student can succeed.



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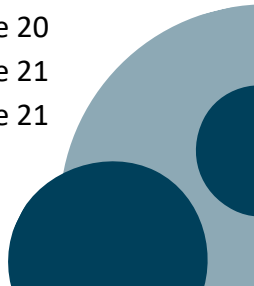




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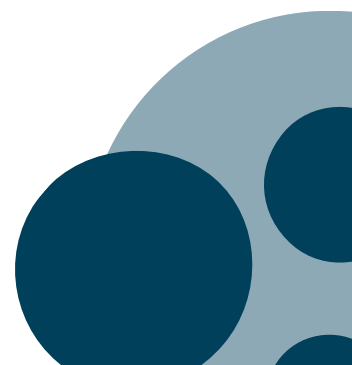
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About Home Education

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



GPPSD and Home Education

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.

Two Types of Home Education Programs

A parent or guardian may choose one of two home education programs:

- **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.
 - This option is offered by Grande Prairie Public School Division
- **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 which is parent-directed. 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 Kindergarten to Grade 12 education.

Home Education Facilitator

The professional teacher assigned by Grande Prairie Public School Division to help and evaluate learning outcomes students have achieved.

Learning Outcomes

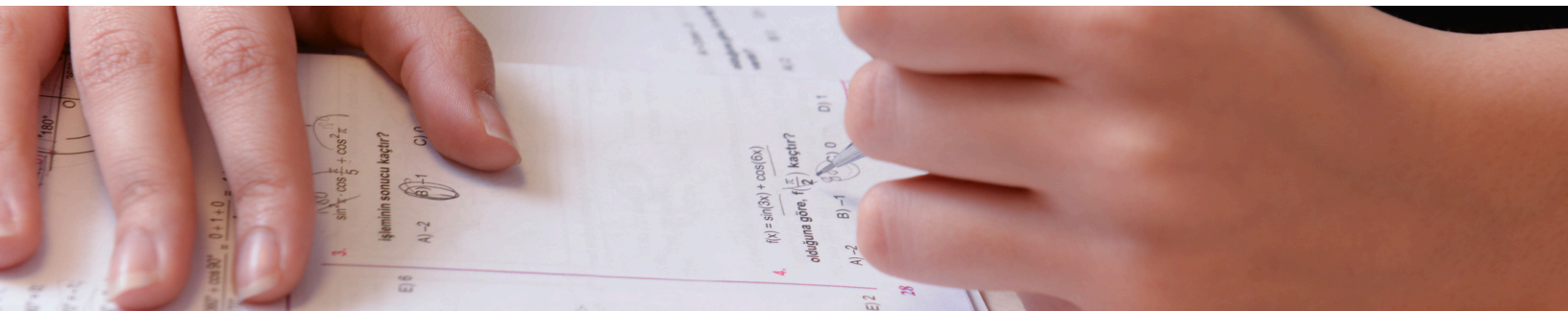
Learning outcomes are a collection of observable and measurable skills and knowledge students should know and be able to do as a result of learning.

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.



Determining Your Role

What's the difference between Home Schooling and Home Education?

We use specific language to talk about home education. 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 home schooling 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.

See [Alberta Education Home Education Handbook](#) for more information about understanding choices and responsibilities of home education.



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.

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

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

These evaluations include:

- a review of the student portfolio
- recommendations to help students make improvements
- reading comprehension assessment
- numeracy assessment

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

Learn More About Home Education

Visit [GPPSD online](#)



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.

The [Alberta Education Funding Manual for School Authorities Section C1.6.2 Home Education and Shared Responsibility Grant](#) outlines the funding guidelines.

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 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.



Section 1: Making your Decision

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 fingertips to help you with your decision making.

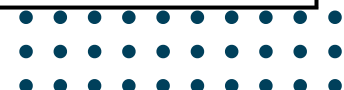
Alberta Education specifies that the education is directed and delivered by the child's caregivers rather than professional teachers.



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 home education? 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>Home education 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 home education 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 home education frowned upon by your extended family members? Are you a member of a community where home education 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 home education 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>
<input type="checkbox"/>	<p>Build a back-up plan</p> <p>If you decide to home educate, 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.</p>



Section 2: Decision Made: We are Doing Home Education

Get started

- As a parent, you are responsible for notifying a school board 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.
- Now you must complete the Home Education Notification Form [Click Here](#)
- Once you have completed your Home Education Notification Form a Home Education Plan will need to be created. [Click Here for a Template](#) (see **page 15** 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.



Section 3: Registration

Grande Prairie Public School Division (GPPSD) utilizes an online registration system to register students. In order to register your child for Home Schooling with GPPSD visit our website at <https://www.gppsd.ab.ca/registration>

There are two different ways to access the form depending if you are a **New Family** registering a child in our Division for the first time or a **Current Family** with a child that is currently enrolled in one of our GPPSD Schools.



New Families to GPPSD

For families new to the GPPSD with children enrolling in school for the first time, or who have children who are not currently enrolled in a GPPSD school. From the [GPPSD Registration](#) page, click the Register a Child (New GPPSD Family).

Welcome to the Grande Prairie Public School Division!

Registration for the remaining 2023-2024 school year remains open for all New Students.

Registration for the 2024-2025 school year opens March 11, 2024 at 8:30a.m. for all New Students in Preschool and Kindergarten to Grade 12. **2024-2025 Kindergarten is open to children born in 2019.**

Please choose the correct button below:

→ Register a Child (New GPPSD Family)

→ Register an Additional Child (Current GPPSD Family)

For families new to the Grande Prairie Public School Division (GPPSD) with children enrolling in school for the first time, or who have children who are not currently enrolled in a GPPSD school.

For families who currently have children attending a school in the Grande Prairie Public School Division and need to register an additional child for school (i.e. you have a current GPPSD PowerSchool Parent Portal)

This will prompt you to create a [SchoolEngage](#) account.

Follow these steps to register your child:

- create a School Engage account,
- verify your account through your email,
- return to the School Engage log in,
- Select 'Add Student'
- Enter the information for that student
- Select 'Student'
- Select that student in the student list
- On the Right side Forms menu complete the New Student Registration form for the correct School Year, choosing Home Education as your "Program Choice".

Help links for parents/guardians of New GPPSD Family:

- [How to register your new student \(start to finish\).](#)
- [How to upload documents after submitting your online registration](#)



Current GPPSD Families

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 the Home Education Coordinator** to start the 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 on the GPPSD Website Registration Page pictured on the previous page indicating “Registering an Additional Child (Current GPPSD Family)” 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](#)



Section 4: 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?



Planning Templates and Exemplars

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.



Section 5: 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 Curriculum.

Early on, you need to decide whether you will use any, some, or all of the Alberta Curriculum or whether you will choose something else. Before deciding whether to follow the Alberta Curriculum, you can review the contents on the website at <https://www.alberta.ca/education>



What to Teach

Alberta Education

See [NewLearn Alberta](#) for Kindergarten to Grade 6 curriculum and information for parents.

See [Programs of Study](#) and use the links for Grade 7-8 curriculum and a list of key publications and resources for parents.

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



Essential Outcomes



Essential Understandings

Essential outcomes represent the essential understandings that a student must learn to reach high levels of learning



Have to Know

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.



Identification for Support

Essential outcomes help us identify which students did not master specific essential outcomes and need additional support



Common Assessment

Essential outcomes help guide assessment decisions



Demonstration of Knowledge & Skills

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
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
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

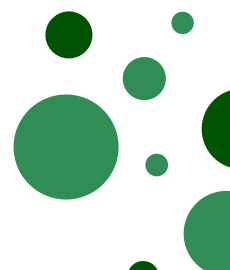


Learning Activities

“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	Digital presentations

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 up to 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.



Section 6: Resources

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



Community Resources

Community resources may be found on social media. You may create a support network and a resource network that use for your Home Education efforts.



Section 7: Reimbursement

The Home Education and Shared Responsibility 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.

Parents will receive full funding if they submit receipts for at least 75% of eligible expenses, as outlined in Alberta Education's Funding Manual.



Funding Guidelines

Students in home education 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 education plan the parent/guardian 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.

Standards for Home Education Reimbursement

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.





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Public School
Division**