

OUTSIDE CANADA EDUCATION OF CHILDREN “HOW TO” BOOK

PART XI: INSTRUCTION AT HOME

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CANADIAN INSTRUCTION AT HOME - LEARNING RESOURCE PAGE

may be found at: www.flora.org/homeschool-ca/index.html

CANADIAN PROVINCIAL EDUCATION SYSTEMS

Ontario Ministry of Education and Training - www.edu.gov.on.ca

Review: "Program and Diploma Requirements"; "Common Course Codes"; "Choices into Action"; "Individual Education Plans"

Quebec Ministry of Education - www.meq.gouv.qc.ca

Fédération des CÉGEPs - www.fedecegeps.qc.ca

Canadian Association of Independent Schools - www.cais.ca

Alberta Ministry of Education - <http://ednet.edc.gov.ab.ca>

British Columbia Ministry of Education - www.bced.gov.bc.ca

Manitoba Ministry of Education - www.gov.mb.ca/educate/index.html

New Brunswick Ministry of Education - www.gov.nb.ca/education

Newfoundland Ministry of Education - www.gov.nf.ca/edu/

Nova Scotia Ministry of Education - www.ednet.ns.ca

Prince Edward Island Ministry of Education - www.gov.pe.ca/educ/index.asp

Saskatchewan Ministry of Education - www.sasked.gov.sk.ca

Provincial Secondary School Literacy Test: www.eqao.com

Association of Universities and Colleges of Canada: www.aucc.ca/index_e.html

Our Kids Go To School: www.ourkids.net

The Canadian Educational Standards Institute: www.cesi.edu

The Conference of Independent Schools (Ontario): www.cisontario.ca

SECTION 1: INSTRUCTION AT HOME

1.1 This part outlines the procedures to be followed when parents indicate, in writing, their intention not to register or to withdraw a child from school for the purpose of providing instruction at home. Military families providing instruction at home must register with their Outside Canada support unit annually. Home schooling laws vary from country to country and within each country from province/state to province/state.

SECTION 2: DND ENROLMENT IN INSTRUCTION AT HOME PROGRAM

2.1 Parents electing to provide instruction at home rather than enrolling their child in a local day school must proceed through the following steps:

- (a) Select a home-study program. An education allowance will only be provided for students following a Canadian provincial curriculum as taught in Canadian public schools. Students enrolled in a non-Canadian provincial ministry curriculum do so as parent choice with no available education allowance.
- (b) Enrol your dependent with the administering Outside Canada Support Unit. This has to be done on an annual basis.
- (c) Provide your Outside Canada Support Unit an instruction at home -education plan and required instruction at home forms:

SECTION 3: INSTRUCTION AT HOME FORMS

FORM 9HSI	3.1 EDUCATION INSTRUCTION AT HOME <i>Canadian home based learning resource page:</i> www.flora.org/homeschool-ca/index.html
FORM PURPOSE	Written request for Instruction at Home by parents
APPROVAL	NDHQ/DDEM based on Provincial Education Plan
PARAMETERS	Provincial Ministry of Education Home Instruction Policy
INTENT	Provide guidelines for Education instruction at home when parents indicate, in writing, their intention not to register or to withdraw a child from school for the purpose of providing instruction at home.
FORM 9HSE	3.2 EDUCATION INSTRUCTION AT HOME ADMISSIBLE EDUCATION EXPENSE
INTERNAL ORDER	GRC0000B0951
APPROVAL	NDHQ DDEM APPROVAL REQUIRED
PARAMETERS	An education allowance for home instruction (admissible education expense) up to the post ceiling limits, or, where a post ceiling has not been established, the Ontario non-resident School fee.
INTENT	Provide some financial assistance when a member chooses to have a child receive home instruction in accordance with a Provincial Home Schooling program; and an "Education Plan" is provided that meets provincial requirements.
REMARKS	Admissible Education expense items may be found in Part I - Administration

SECTION 4: EDUCATION PLAN FOR INSTRUCTION AT HOME

4.1 The education plan provided to the Outside Canada Support Unit Approving Authority will include:

- (a) An instructional plan regularly planned instructional time, and a daily work schedule;
- (b) List subjects being taught;
- (c) Outline curriculum being used i.e. Ontario, Nova Scotia;
- (d) Documents used to support the curriculum;
- (e) Describe the typical kinds of activities provided to home-schooling student;
- (f) Provide samples of child's work in each subject;
- (g) Outline types of materials being used; (encyclopaedias, texts, magazines, internet, television programs, etc);
- (h) what techniques are used to access learning;
- (i) List community resources, if any, used.

4.2 Example Education Plan

4.2.1 The member will follow the following example when preparing student's instruction at home – Education Plan.

	Monday	Tuesday	Wednesday	Thursday	Friday
0830	Language	Language	Language	Language	Language
1000	Break	Break	Break	Break	Break
1030	Math	Math	Math	Math	Math
1130	Lunch	Lunch	Lunch	Lunch	Lunch
1300	Physical Education	Science	Arts	Social Studies	Science
1430	Technology	Arts	Geography	Science	Social Studies
1530 to 1630	Curriculum Activity	Curriculum Activity	Music	Curriculum Activity	Curriculum Activity

4.2.2 Example of Subjects being taught:

- (a) French, English
- (b) Mathematics, Science and Technology
- (c) Geography, History and Social Studies
- (d) Arts (Dramatic arts, Plastic arts, dance and music)
- (e) Personal development (physical education and religious studies)

4.2.3 Example of Provincial curriculum being used:

- (a) Ministry of Education of Quebec program

4.2.4 Example of documents used to support the curriculum

- (a) “Programme de formation de l’école québécoise” from the Ministry of Education of Quebec

4.2.5 Example of typical kinds of activities provided student:

- (a) Projects
- (b) Workshops
- (c) Library, museum, etc
- (d) French: writing, reading, oral
- (e) By making friends, they will have the best teaching possible. English/French tutoring would be needed to actively participate in many local sports or activities effectively.
- (f) Mathematics: problem solving, tables etc.
- (g) Science and technology: Research and projects on Science and technology themes\
- (h) Geography, History and Social Studies: Research and projects on Geography, History and Social Studies themes
- (i) Arts: plastic, musical and dramatic arts, productions. Interpretation of different kinds of arts productions.
- (j) Physical Education: Regular physical training. Realization of the benefit of physical training.
- (k) Religious teaching: Appreciation of the Catholic religion (if applicable).

4.2.6 Samples of student’s work in each subject:

- (a) Attach samples

4.2.7 Example of materials being used to deliver the program:

- (a) Quebec curriculum
- (b) Quebec curriculum recommended textbooks
- (c) Computer (Learning software, Internet)
- (d) Activity books
- (e) Television programs
- (f) Books, encyclopedias, texts, magazines, dictionary

4.2.8 Example of techniques used to access learning to deliver the program:

- (a) Projects learning
- (b) Cooperative learning
- (c) Inductive and deductive learning

4.2.9 Example of Community resources used to deliver the program

- (a) Quebec Home schooling Association
<http://comblay.qc.ca/aqed.htm>

4.3 Outside Canada Support Unit Approving Authority will provide required documentation as submitted by the member to Dependent Education Management for final approval.

SECTION 5: SCREENING FOR OUTSIDE CANADA POSTING

5.1 Parents of a student being educated at home and posted outside Canada are directed to education screening found on DND Dependent Education Management Web site www.cmp-cpm.forces.gc.ca/dem-epcg/ps/esp-hcs/index-eng.asp. The following steps must be followed:

- (a) Complete Part I and Part III Question 1 of the Screening Form and along with required documentation as outlined in this instruction and forward to Dependent Education Management for approval of Instruction at Home program.

Note 1: Home schooling is challenging, demanding, requires patience, persistence and an incredible ability to network—not to mention the ability to have one parent stay at home. Students who are following a home study program prior to posting outside Canada may be approved to continue with instruction at home outside Canada. Normally instruction at home, unless no other education alternative is available at the outside Canada posting location, will not be authorized for a student entering a home study program upon receipt of posting instruction for outside Canada.

Note 2: Parents screening for an Outside Canada post should become familiar with VCDS Instructions 01/07 (Interim) –Outside Of Canada (OUTCAN) Governance dated 30 March 2007.

SECTION 6: EDUCATION ALLOWANCE FOR STUDENTS FOLLOWING AN AUTHORIZED CANADIAN MINISTRY OF EDUCATION PROVINCIAL CURRICULUM

6.1 An education allowance for instruction at home (admissible education expense) up to the post ceiling, or, where a post ceiling has not been established, the Ontario non-resident school fee. The NDHQ Approving Authority, on the recommendation of the appropriate foreign service interdepartmental coordinating committee, may authorize an education allowance for home schooling (textbooks, school supplies and other expenses that would be authorized under the Home Schooling Program) up to the post ceiling, or, where a post ceiling has not been established, the Ontario non-resident school fee, where:

- (a) a member chooses to have a child educated at home, following a Ministry of Education Canadian Provincial curriculum ; and
- (b) an approved education plan as outlined in this part.

6.2 Responsibility for documentation rests with the member. Itemized list of admissible educational tests or materials must clearly indicate relevance to the Canadian provincial curriculum areas. Student must be following a approved Ministry of Education Canadian provincial curriculum as taught in Canadian public schools to be eligible for a home instruction education allowance. To establish an education allowance, curriculum documentation as found on each provincial Ministry of Education web site would indicate relevance to the Canadian provincial curriculum area. Allowable home instruction expenses may include:

- (a) Traditional provincial curriculum recommended textbooks and other supplemental material recommended for math, science, language arts, social studies and other subject on a grade/age appropriate basis.

- (b) Instructional CDs/software as recommended in the provincial curriculum.
- (c) Fees associated with Canadian provincial distance learning.

6.3 Non-admissible home instruction expenses would include:

- (a) Equipment such as: computers, keyboards, printers, televisions, facsimile and scanning machines, calculators, microscopes and furniture.
- (b) Non- provincial recommended specific CDs, videos, DVDs.
- (c) General reading materials, reference materials (dictionaries, encyclopaedias, globes) etc.
- (d) Purchase or rental of items that have a broader use than the course being studied (i.e. computer hardware, calculators, band instruments).
- (e) Expendable supplies (paper, pencils, markers) that are normally purchased by parents in Canada.
- (f) Parental training in home-study private instruction.
- (g) Any form of compensation to the parent such as childcare or supervisory costs.
- (h) Travel and transportation costs at post or away from post.
- (i) Personal telephone, Internet, satellite, cable or other available communication subscription fees.
- (j) Fees for museums, cultural events, or performances that would normally be paid by parents in Canada.
- (k) Private lessons.
- (l) Membership in gymnasiums, cultural clubs, spas, and other private clubs.
- (m) Textbooks, Bibles, workbooks, daily devotionals, or material primarily for religious instructions.
- (n) Fees to an independent agency for posting credits and issuing transcripts.
- (o) Any expenses associated with a non-Canadian provincial curriculum.

6.4 The Outside Canada Support Unit Approving Authority is responsible for maintaining an education file on each student receiving instruction at home.