

CHRISTOPHER CHEW, Ed.D.  
Superintendent of Schools

KERRY CLERY, Ed.D.  
Assistant Superintendent of  
Curriculum & Instruction



COURTNEY L. MORAN, M.Ed.  
Director of Pupil Services

PATRICIA LEONHARDT  
Director of School Finance, Interim

## Westford Public Schools

Administrative Offices

23 Depot St. • Westford, Massachusetts 01886  
www.westfordk12.us • (978) 692-5560 • FAX (978) 392-4497

### Notice of Intent to Pursue a Program of Home Education

Academic Year \_\_\_\_\_

**Instructions:** Please complete this form, attach the additional information requested, and forward it to the Curriculum Office prior to starting the home education program.

#### 1. Parent/Guardian Info:

Name of Parent/Guardian(s): \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

#### 2. First, Middle, Last Name of Each Child:

Name \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_

Name \_\_\_\_\_ DOB \_\_\_\_\_ Grade \_\_\_\_\_

#### 3. On a separate sheet, provide:

- Subjects that the student will study;
- Hours of instruction for each subject;
- Length of the home school year;
- Textbooks, workbooks, and other instructional aides to be used by the student;
- Lesson plans and teaching manuals to be used by the parent;
- Means to be used to assess the student;
- Academic credentials or other qualifications of each person who will be instructing the student;
- If this is the first year you are requesting homeschooling in Westford, you must also provide:  
At least 2 proofs of residency (e.g. driver's license, recent household utility bill, bank statement).

#### 4. If you are no longer home schooling your child in Westford, please indicate where your child will be educated.

Town/State: \_\_\_\_\_ School: \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent of Guardian

\_\_\_\_\_  
Date submitted