


Bridges Charter School 	Board Policy-  <h3 style="text-align: center;">Short Term Independent Study Policy</h3>		
Policy Number:  <h3 style="text-align: center;">6158.1</h3>	Adopted:  <h3 style="text-align: center;">12/09/2013</h3>	Revised:  <h3 style="text-align: center;">05/8/17</h3>	Replaced:  <h3 style="text-align: center;">01/08/18</h3>

## Purpose

The Bridges Governing Board recognizes that there will be occasions where students face restrictions in their ability to participate in a regular classroom setting. The board authorizes independent study as an optional alternative instructional strategy by which students may achieve curriculum objectives in a setting other than the classroom. Bridges seeks to utilize a structured independent study program to serve the educational needs of these students.

## Program/Services

### 1. Independent Study Short-Term

- 1.1 Independent Study shall offer a means of individualizing the educational plan for students whose needs may be met best through study outside the regular classroom setting on a short-term basis.
- 1.2 During approved Independent Study, it is assumed that the parent or guardian is responsible for guiding students to complete all parts of the independent study written agreements.
- 1.3 No student shall be required to participate in independent study.

### 2. Eligibility

- 2.1 Students who meet the criteria listed below are eligible to participate in independent study.
  - 2.1.1. Independent study is an option only for students meeting grade level standards in all content areas.
  - 2.1.2. No student with special needs as defined in *Education Code* Section 56026 may participate in independent study unless his or her individualized education plan (IEP) specifically provides for that participation.
  - 2.1.3. Student and Parent or Guardian has provided assurance that the student will work independently to complete the program assignments.
  - 2.1.4. Where possible, adequate notification (at least one week) must be given to the Supervising teachers to design the short-term contract and subsequently evaluate its completion.
  - 2.1.5. No students will be granted Independent Study if they have a history of not upholding Written Agreements and Assignments with Independent Study in the past.

2.1.6. No temporarily disabled student may receive individual instruction pursuant to *Education Code 48206.3* through independent study. However, if the temporarily disabled student's parent or guardian and the School agree, the student may receive instruction through independent study instead of receiving "home and hospital" instruction.

### 3. Written Agreements and Assignments

3.1. The written independent study agreement for each participating student shall include:

3.1.1. The manner, time, and place for submitting the student's assignments and for reporting his/her progress.

3.1.2. The duration of the independent study agreement, including the beginning and ending dates for the student's participation in independent study under the agreement. **Short-term independent study shall not be valid for any period shorter than three days and any period longer than ten days.**

3.1.3. The objectives and methods of study for the student's work, and the methods utilized to evaluate that work.

3.1.4. The specific resources, including materials and personnel, that will be made available to the student.

3.1.5. A statement of the policies adopted herein regarding the maximum length of time allowed between the assignment and the completion of a pupil's assigned work, and the number of missed assignments allowed prior to an evaluation of whether or not the student shall be allowed to continue independent study.

3.1.6. A statement of academic accomplishment appropriate to the agreement, to be earned by the student upon completion.

3.1.7. A statement that independent study is an optional educational alternative in which no student may be required to participate, pursuant to Education Code Section 48915 or 48917.

3.2. The curriculum and methods of study specified in the written agreement shall be consistent with the Board's policies, administrative regulations, and must be consistent with the School's adopted course of study.

3.3. Before beginning the independent study, each written agreement shall be signed and dated by the student, the parent/guardian or caregiver of the student, the Supervising teacher designated as responsible for the general supervision of independent study, and all persons who have direct responsibility for providing assistance to the student.

3.4. The agreement shall state that the parent/guardian's signature confers his/her permission for the student's independent study as specified in the agreement.

3.5. The Director or designee shall establish appropriate screening procedures to ensure that the necessary levels of understanding and preparation exist to meet the conditions of the independent study agreement before its approval by the Supervising teacher.

#### 4. Students Rights and Responsibilities

- 4.1. Students participating in independent study shall have the right, continuously, to enter or return to the regular classroom mode of instruction.
- 4.2. Independent study students who do not submit assigned work on time shall be reported as truant and can result in the student being reported to the School Attendance Review Board.
- 4.3. If student does not complete assignments as outlined in the Independent Study agreement, student will receive no credit for the assignments missed during regular instruction.

#### **Non-Compliance to the Policy**

Violations of this policy may result in the student being subject to return to their home school/district and/or the parent or guardian being referred to the District Attorney's office for legal action.

**Note:** Exceptions to this policy can be made at the discretion of the Director or the Assistant Director.