

Hawthorn Academy
Policy: Home School Student Participation in U-PASS Policy
Adopted: March 1, 2017



Purpose

The purpose of this policy is to set forth the responsibilities of Hawthorn Academy (the "School") in the event a home school student requests to participate in the Utah Performance Assessment System for Students ("U-PASS") at the School.

Policy

A home school student may participate in U-PASS at the School if each of the following conditions are met:

- (1) The student is a Utah resident as defined in Utah Code Ann. § 53A-2-201 and proof of residency has been provided to the School;
- (2) The student has satisfied the home schooling requirements of Utah Code Ann. § 53A-11-102 and a copy of the certificate from a local school board excusing the student from attendance at school during the applicable school year has been provided to the School;
- (3) The request for the student to participate in U-PASS at the School is provided to the School at least thirty (30) days prior to the opening of the applicable state assessment window; and
- (4) The parent or guardian of the student, or a responsible adult designated by the student's parent or guardian, will remain at the School in a designated area while school personnel administer and proctor the test. The parent or guardian of the student agrees that they will not participate in the monitoring or proctoring of the student's U-PASS testing at the School.

The School will respond to a home school student's request to participate in U-PASS at the School in a timely manner. If the request is approved, the School will notify the student's parent or guardian of the date(s) and time(s) of the applicable U-PASS testing at the School in which the student may participate and any other information deemed relevant by the School. The School will determine at which campus the student will be tested.

The School may not require a home school student to pay a fee for participating in U-PASS at the School that is not charged to traditional students.

A home school student or the student's parent or guardian may request from the School an annual schedule of U-PASS dates at the School, the location of the School campus(es) at which home school students may be tested, and a copy of the School's

written policies for home school student participation in U-Pass at the School. The School will provide such requested information in a timely fashion.

The School will comply with Utah Administrative Code R277-404 and the Standard Test Administration and Testing Ethics Policy described therein when administering U-PASS to its students and home school students who participate in U-PASS at the School in accordance with this policy and applicable law.

The School intends for this policy to be consistent with the provisions of Utah Administrative Code R277-604-4.

Signature:

 3-1-17
Meggen Pettit, Board President Date