

## DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P.O. BOX 88

JEFFERSON CITY, MISSOURI

May 13, 2005

M E M O R A N D U M**WHAT'S INSIDE:**

- Educational neglect reports learned or found to be home schooling

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS AND CHILDREN'S DIVISION STAFF

FROM: FREDERIC M. SIMMENS, DIRECTOR

SUBJECTS: EDUCATIONAL NEGLECT REPORTS LEARNED OR FOUND TO BE HOME SCHOOLING

REVISED *CHILD WELFARE MANUAL*:  
SECTION 2, CHAPTER 8, SCHOOL RELATED ISSUES

## DISCUSSION:

The purpose of this memorandum is to introduce clarifying policy and procedure for addressing educational neglect reports where it is learned or confirmed during the investigation/family assessment process that the child's educational needs are being met in the home by a parent(s) or other responsible caretaker(s). When a CA/N report is received with allegations of educational neglect and there are indications that the child is being home schooled, the Division shall rule out educational neglect and verify with the parent or other responsible caretaker that the child is being educated at home. *Home schooling is not an allegation of abuse or neglect.*

Educational Neglect reports are conducted according to investigation or family assessment response procedures including initiating victim contact within 72 hours if educational neglect is the only allegation. Once the worker has been advised by the parent(s) or other responsible caretaker(s) that the child is being educated in the home and there are no other allegations of abuse or neglect reported, the worker's response will depend on the family's prior history of educational neglect.

If there are no prior substantiated educational neglect reports, the investigation/family assessment shall:

- Cease further investigation into the matter.
- Notify the superintendent or designee of school district of child's residence and inform parent(s) of this action.

- Forward written report to the school within (3) working days of being advised by parent(s). (see *Guidelines for Letter to School District on Reports Concluded as Home Schooling*)
- Conclude the report using CA/N-1 Conclusion Code "I" for Home Schooling. The category of CA/N should be coded "7" for None – Home Schooling. Worker's specific findings and severity should be left blank.

If there is a history of prior substantiated educational neglect the worker will:

- Refer the family to the juvenile office.
- If the juvenile office opts to pursue the case in order to rule out educational neglect, the *worker will assist the juvenile office and conduct the report as an educational neglect investigation/family assessment until home schooling is verified.*
- If home schooling is verified by the juvenile office:
  - a) Cease further investigation into the matter.
  - b) Notify the superintendent or designee of school district of child's residence and inform parent(s) of this action.
  - c) Forward written report to the school within (3) working days of being advised by parent(s). (see *Guidelines for Letter to School District on Reports Concluded as Home Schooling* )
  - d) Conclude the report using CA/N-1 Conclusion Code "I" for Home Schooling. The category of CA/N should be coded "7" for None – Home Schooling. Worker's specific findings and severity should be left blank.

#### RELATED LINKS:

Missouri Department of Elementary and Secondary Education—Home Schooling Information  
<http://dese.mo.gov/schoollaw/HomeSch/homeschool.htm>

Missouri Department of Elementary and Secondary Education – Compulsory Attendance and Part-Time Public School Enrollment:  
<http://dese.mo.gov/schoollaw/freqaskques/CompAttend.htm#1>

#### NECESSARY ACTION:

1. Review this memorandum with all Children's Division staff.
2. Review revised *Child Welfare Manual* sections: [Section 2, Chapter 8, School Related Issues](#).
3. All questions regarding specific case situations, as related to these procedures, should be cleared through normal supervisory channels.

FMS/RDM