



ROCKLIN ACADEMY

FAMILY OF SCHOOLS

INDEPENDENT STUDY POLICY

RA has adopted a policy for an Independent Study Program (“ISP”). The policy incorporates all the requirements of law as required by Education Code 51747. Rocklin Academy generally offers ISP only for short periods when classroom based attendance is not possible, but may offer an ISP for up to one school year in unique circumstances based on student need, such as a temporary or permanent disability or medical issue. This policy is applicable to all RA ISP students, K-12.

For pupils in all grade levels offered by the RA school in which the student is enrolled, the maximum length of time that may elapse between the time an independent study assignment is made and the date by which the pupil must complete the assigned work is thirty (30) days.

When any pupil fails to complete three (3) assignments during any period of three (3) school days, the school principal or designee shall conduct an evaluation to determine whether it is in the best interests of the pupil to remain in independent study. A written record of the findings of any evaluation conducted pursuant to this policy shall be treated as a mandatory interim pupil record. This record shall be maintained for a period of three years from the date of the evaluation and if the pupil transfers to another California public school, the record shall be forwarded to that school.

The RA will have a written agreement that is used to document a student’s participation in ISP. The agreement will include:

- The manner, time, frequency, and place for submitting a pupil’s assignments and for reporting his or her progress.
- The objectives and methods of study for the pupil’s work, and the methods utilized to evaluate such work.
- The specific resources, including materials and personnel that will be made available to the pupil.
- A statement of the policies adopted herein regarding the time allowed for completing work and missed assignments allowed prior to an evaluation of whether or not the pupil should be allowed to continue in independent study.

- The duration of the independent study agreement, including beginning and ending dates for the pupil's participation in independent study under the agreement. No independent study agreement shall be valid for any period longer than one school year.
- A statement of the number of course credits or, for the elementary grades, other measures of academic accomplishment appropriate to the agreement, to be earned by the pupil upon completion.
- A statement that independent study is an optional educational alternative in which no pupil may be required to participate. In the case of a pupil who is referred or assigned to any school, class or program pursuant to Education Code Section 48915 or 48917, the agreement also shall include the statement that instruction may be provided to the pupil through independent study only if the pupil is offered the alternative of classroom instruction.
- Each written agreement will be signed, prior to the commencement of independent study by the pupil, the pupil's parent, legal guardian or caregiver, if the pupil is less than 18 years of age, the certificated employee who has been designated as having responsibility for the supervision of the independent study, and all persons who have direct responsibility for providing assistance to the pupil. For purposes of this paragraph "caregiver" means a person who has met the requirements of Part 1.5 (commencing with Section 6550) of the Family Code.

Each RA charter school shall comply with the Education Code Sections 51745 through 51749.3 and the provisions of the Charter School's Act and the State Board of Education regulations adopted there under. Any requirement of current or subsequent enacted law that is required to be explicitly enumerated in this policy is hereby incorporated in this policy.

The Principal shall establish regulations to implement these policies in accordance with the law.