

## DUNDEE CITY COUNCIL

### EDUCATION DEPARTMENT

#### EDUCATION AT HOME INFORMATION FOR PARENTS

In January 2007 the Scottish Government published new Education at Home Guidance (often referred to as Home Education). This new guidance was prepared following extensive consultation with authorities, education at home organisations and other interested parties.

Parents have the right to educate their children at home, rather than by sending them to school, so long as they fulfil the duty of the parent of every child of school age to provide efficient education suitable to their children's age, ability and aptitude either by sending the child to attend a public school regularly or by other means.

- “Other means” include:
  - Private School
  - Private Tutor
  - Undertaking to educate the child or young person themselves.
- The parent writes to the Director of Education seeking consent to educate the child at home.
- The Education Authority will acknowledge the receipt of this notification.
- The City Council has a duty under Section 37 of the Act to ensure that the quality of education being offered is satisfactory.
- It does this via an Education Quality Improvement Officer meeting with the parent(s) and child/children and making a recommendation to the Director of Education. In most instances this will be at the family home but a meeting might be held in a local library or resource centre. Although the Education Authority would prefer this meeting to be in person, parents may prefer to outline their education proposals in writing. The Education Authority would wish to determine the views of the child on the proposal. Again this would be preferable in a meeting with the family. Where necessary the Education Authority may utilise the School Community Support Service to help organise this meeting.
- The Director of Education then submits a report to the Education Committee with a recommendation to accept or refuse the proposal. The process will normally be completed within a six week period.
- Although there is no statutory right to appeal against an authority's decision to withhold consent to withdraw a child from school, parents may apply for a review of a decision to withhold consent. They should, in the first instance, contact the authority's Advice and Conciliation Officer to discuss their case.
- The frequency of ongoing contact should be agreed at the initial meeting. This will normally be on an annual basis and is intended to be a supportive process and to develop working relationships based on trust and mutual understanding.
- Although the Education Authority would prefer this ongoing annual contact to be in person, parents might prefer to provide evidence such as samples of work, written educational philosophy, photographic evidence, references from other people.

- Provision of resources is a matter for the parent although the Quality Improvement Officer will offer advice on appropriate resource materials. Parents are also responsible to ensure the suitability of any person they may wish to employ to assist with their child's education including disclosure clearance. Details of how to contact Disclosure Scotland are provided in Appendix 1.
- Children educated at home may be entitled to Educational Maintenance Allowances. Parents should contact the EMA directly to obtain more information.
- Where parents have children with additional support needs, a clear indication of how these needs are to be met should be included with the education at home proposals. Parents may ask the authority for help in assessing the extent of any child's particular needs, and authorities may request the support of Educational Psychologists/other agencies in determining whether permission for education at home should be granted or whether education at home being provided is suitable and efficient.
- Parents considering education at home are advised to refer to the Scotland Government's guidance. This can be found at [www.scotland.gov.uk/publications/2007/12/17133313/0](http://www.scotland.gov.uk/publications/2007/12/17133313/0).
- If you require further information the City Council contact person is:

John Lannon  
Principal Officer  
School Community Support Service  
6 Kirkton Road  
Dundee  
DD3 0BZ  
TELE:01382 307151  
FAX: 01382 828973  
MOB:07984978965  
[john.lannon@dundeecity.gov.uk](mailto:john.lannon@dundeecity.gov.uk)



## Appendix 1

### Useful Contacts

#### Education at Home Organisations - Scotland

##### Disclosure Scotland

Contact: Disclosure Scotland, PO Box 250, Glasgow G51 1YU  
Tel: 0141-282-5000 Fax: 0141-282-5050  
Email: [info@disclosurescotland.co.uk](mailto:info@disclosurescotland.co.uk)  
Website: [www.disclosurescotland.co.uk](http://www.disclosurescotland.co.uk)

##### Learning and Teaching Scotland

The national body in Scotland providing advice and support for all matters on the curriculum, and providing a wide range of online services and resources.

Contact: The Optima, 58 Robertson Street, Glasgow G2 8DU  
Tel: 0870-609-6006 Fax: 0870-609-6996  
Email: [enquiries@ltscotland.org.uk](mailto:enquiries@ltscotland.org.uk)  
Website: [www.ltscotland.org.uk](http://www.ltscotland.org.uk)

##### Scottish Government Education Directorate

Contact: Educational Options Team, Victoria Quay, Edinburgh EH6 6QQ  
Tel: 0131-556-8400  
Email: [ceu@scotland.gsi.gov.uk](mailto:ceu@scotland.gsi.gov.uk)  
Website: [www.scotland.gov.uk](http://www.scotland.gov.uk)

##### The Scottish Qualifications Authority (SQA)

The national body in Scotland responsible for the development, accreditation, assessment, and certification of qualifications other than degrees.

Contact: The Optima, 58 Robertson Street, Glasgow G2 8DQ  
Tel: 0845-279-1000 (Helpdesk)  
Email: [Customer@sqa.org.uk](mailto:Customer@sqa.org.uk)  
Website: [www.sqa.org.uk](http://www.sqa.org.uk)

##### Schoolhouse Home Education Association

Contact: PO Box 18044, Glenrothes, Fife KY7 9AD  
Tel: 01307-463-120  
Email: [infor@schoolhouse.org.uk](mailto:infor@schoolhouse.org.uk)  
Website: [www.schoolhouse.org.uk](http://www.schoolhouse.org.uk)

## **Education at Home Organisations - UK wide**

### **North of Scotland Home Educators**

Contact:

Email: [norscothe@hotmail.co.uk](mailto:norscothe@hotmail.co.uk)

### **Education Otherwise**

Contact:

PO Box 325, Kings Lynn PE34 3XW

Tel: 0845-478-6345

Email: [eoemailhelpline@education-otherwise.org](mailto:eoemailhelpline@education-otherwise.org)

Website: [www.education-otherwise.org](http://www.education-otherwise.org)

### **Home Education Advisory Service**

Contact:

PO Box 98, Welwyn Garden City, Herts AL8 6AN

Tel: 01707-371-854

Email: [enquiries@heas.org.uk](mailto:enquiries@heas.org.uk)

Website: [www.heas.org.uk](http://www.heas.org.uk)

Education at Home organisations also have local branches affiliated to them. Further information available from the individual organisations.