



**Tennessee Department of Human Services
Exemption Request**

The requestor shall complete the request form and provide any additional documentation to support the request. The completed form must be notarized and submitted to the Tennessee Department of Human Services (TDHS) at 505 Deaderick Street, Child Care Services 15th floor, Nashville, Tennessee 37243 or ChildCareRules.DHS@tn.gov. A copy shall be retained and kept on file for a year from the date of submission along with a copy of the response letter for agency records.

Applicant Contact Information		Program Location Information	
Name: Heather Field		Program Name: Live and Learn House	
Business Mailing address: 807 Edgewood Ct Franklin, TN 37069		Physical address: 807 Edgewood Ct Franklin, TN 37069	
Primary Contact number: (615) 790-9765		Telephone Number: (615) 790-9765	
Alternate Contact number: (615) 512-3128		E-mail (required): missheather@comcast.net	
E-mail (required): missheather@comcast.net		Website:	
Program type: (select only one)	<input checked="" type="checkbox"/> Educational <input type="checkbox"/> Camp <input type="checkbox"/> Recreational	<input type="checkbox"/> Parents' Day Out <input type="checkbox"/> Casual Care <input type="checkbox"/> Other	
Does your program currently participate in the Child Care Certificate Program?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does your program currently participate in CACFP and/or SFSP?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Has the program ever been regulated by TDHS or the Department of Education (DOE)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please provide dates			
Number of participants anticipated: 5-10		Ages of children to be served 3-5yrs	
Dates program will operate Yearly from mid-August thru mid June		Hours of operation 9am - 3pm	

Please provide a detailed description of the operation of the program or activity, the program's or activity's purpose and the applicant's basis for claiming an exemption. (attach additional pages as necessary):
 **(Required field)

Please see attached pages 1-2

Please provide a detailed description of the program's curriculum, if applicable. (attach additional pages as necessary):
 *(Optional depending on exemption requested)

Please see attached pages 3-8

Please provide your program's detailed daily schedule.

*(Required field)

Please see attached page 9

Describe records to be kept regarding participating children and signage to be posted per T.C.A. § 71-3-503(b).

Please see attached pages 10-13 for records regarding participating children.

Signage per T.C.A. 71-3-503(b) will be posted on the entry door leading to the classroom, in sight of parents and children.

(for internal use only)

Request received by

Date received

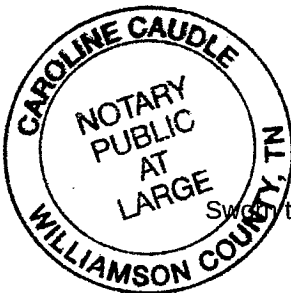
In accordance with the requirements of Tenn. Code Ann. § 71-3-503, Program and facilities exempt from licensing;

I, Heather Field, attest that the information provided above is true and accurate to the best of my knowledge.

I understand TDHS shall not be required to grant exemptions to programs or activities that offer otherwise exempt opportunities or services as a mere component of a program or activity that the department determines primarily constitutes substitute child care.

No program or activity shall be exempt from licensing solely for the reason that the care and supervision of children that constitutes child care is offered only on a part-time or periodic basis.

Exemption from licensure does not exempt the program or activity from compliance with any other local, state, or federal requirements.



Heather Field

REQUESTOR'S NAME

[Handwritten signature]

REQUESTOR'S SIGNATURE

Sworn to and subscribed before me this 14th day of June, 2019.

[Handwritten signature]

Notary Public

My commission expires: 11/27/22

Live and Learn House

Program Operation

Live and Learn House operates in the upstairs level of my home where the following areas are provided:

- A main teaching/learning area,
- A multipurpose eating/work area,
- A tutoring/consulting area,
- A bathroom and kitchenette.
- (Physical education/structured and unstructured play activities are held outside in a fenced play area).

This is an educational program catering to homeschool children. I have a Masters degree in special education, so preference is given to children with special learning needs. At the start of the school year, parents enroll children for the upcoming year. Current academic levels are ascertained and, in consultation with parents, specific Language Arts and Mathematics objectives, based on the program curricula materials, are established for each child for the year. Follow-up - no fewer than three - review/update meetings will be held with each family during that school year, to monitor progress and make any necessary adjustments to their child's ongoing educational experience. Classes are held on Tuesdays, Wednesdays and Thursdays and I teach the children in small-group and individual tutoring sessions. The classroom is set up to support a multi-age, family-style class grouping.

For Language Arts and Mathematics, children work at learning stations, one of which is always a tutoring station. They work on activities at each station, moving from one to the next on a timed basis. This teaching/learning model provides the structure for individual and small-group tutoring, reinforcement of content and skills at each child's level, and implementation of subject and general program aims.

Content can be retaught, reduced or increased, depending on individual student progress. Tracking sheets from the graded card activities provide an accurate check of student work and individual and small-group tutoring ensures that each child's learning and achievement are closely monitored.

Music and auditory memory development activities are conducted in a group setting. Snacktime, lunchtime and clean-up are all shared group experiences and afford unique opportunities for real life situations to develop, which require children to learn and apply the social skills promoted in this program.

Since Live And Learn House operates three days per week, children work at home on Mondays and Fridays. On those days, parents provide reinforcement/extension activities in Language Arts and Mathematics, as well as teaching whichever subjects they have chosen for that year's homeschooling. In keeping with the social aims of the program, children also participate in community assistance activities on these days.

Live and Learn House

I also work with parents on developing a successful approach to managing their children's behavior issues. since most of the children who attend Live And Learn House have special needs and, therefore, also have behavior issues. Those children, who do not have specific special needs, still benefit significantly from a consistent approach to behavior management. Therefore, the same behavior management system and strategies are used at Live and Learn House and at home. This ensures a much more successful transition between the two learning environments for the children.

Purpose

This program provides education for preschool-elementary-age homeschool children, including those with special needs, within the intimate and supportive environment of a home. It is designed to provide an educational alternative for children whose parents want to homeschool their children in partnership with a special education professional, who can offer tutoring, professional guidance and support with both academics and behavior management. The core values of homeschooling are woven through the whole approach to teaching and learning, and parents have the unique opportunity to partner with a special education professional in the design and provision of their children's education. Children learn Language Arts and Mathematics, along with the critical support subjects of music, poetry, and auditory memory skills, while integrating that academic content with real life experiences. Furthermore, in the familiar, intimate and supportive structure of a home environment, within the context of a multi-age family style small group, children learn the essential skills for living successfully in community: independence, decision-making, healthy risk-taking, learning from failures, impulse control, empathy and assistance of others, negotiation and conflict resolution. The program is educational in design, implementation and outcomes.

Basis for claiming exemption

I hold a Masters Degree in Special Education and have over 35 years of teaching and tutoring experience. I provide small-group and individual tutoring to homeschooled children. The program I provide is designed to educate children and is, therefore, educational in design, implementation and outcomes. During the hours children spend in my home, they are actively engaged in educational activities, derived from educational curricula except for necessary free play time and meal breaks. I have invested in purchasing educational curricula and accompanying resources to support the individual educational aims, objectives and outcomes for each participating child. Numerous children in the program have special needs. Furthermore, I work actively with parents in implementing a specific behavior management approach, consistent with their beliefs and homeschooling values. I work actively to apply my professional knowledge, skills and experiences as a special educator, in advising and supporting these parents in their homeschooling journey. Thus, I am providing a unique and valuable educational program and not childcare. I would like to continue to provide this valuable, educational program, exempt from the Tennessee childcare laws.

Live and Learn House

General Aims

- To enable Children to independently complete academic, age-appropriate activities, including written work.
- To enable Children to independently work through graded sets of activity cards and keep accurate records of cards completed.
- to develop children's sequential skill sets for self-scaffolding their approach to interpreting instructions, completing academic work and taking tests.
- To develop children's auditory processing/memory skills, and higher-order listening skills, to enable them to attend, remember and learn using auditory input..
- To develop children's problem-solving skills
Generalized application of those skills across learning situations and real life environments.
The ability to try alternative solutions before requesting assistance.
- To develop children's impulse control and appropriate social functioning in small group settings.
- To develop age-appropriate risk-taking behavior, foster resilience and positive responses to failure.
- To Develop children's empathy for others, and initiative in offering assistance and solutions.
- To Develop age-appropriate conflict resolution and negotiating skills in real life situations.

Specific Objectives

This curriculum is implemented with homeschool children. Therefore, objectives for individual children are developed each semester, in consultation with parents. They are based on factors such as age, ability, current progress and special needs. Therefore, no objectives have been included in this curriculum description.

Live and Learn House

Curriculum Overview

(detailed outline to follow on pages 4-8)

LANGUAGE ARTS

Aims

Pre-reading/Reading

Main Reading Scheme/Supplemental Reading Scheme

1. Pre-reading
 - A. Skills
 - B. Rhyming words
 - C. Phonemes
 - D. Book orientation/print directionality
 - E. Singing Songs/reciting poetry

2. Reading
 - A. Phonics
 - B. Vocabulary
 - C. Comprehension
 - D. General reading resources

Writing

1. Handwriting
2. Cursive writing
3. Creative Writing
4. Grammar
5. Spelling

Listening/Speaking Poetry

MATHEMATICS

Aims

Main curriculum

Early math skills

Mathematics skills

MUSIC

Live and Learn House

LANGUAGE ARTS

Aims

- To enable children to Read at or above grade level.
- To foster children's ability to read for learning and leisure.
- To enable children to write using cursive font.
- To enable children to spell accurately.
- To enable children to use correct grammar age-appropriately.
- To enable children to perform age-appropriate creative writing tasks.
- To enable children to recite poetry expressively and to confidently perform speaking tasks.

Pre-reading/Reading

Main Reading Scheme: Happy Venture: Fred J. Schonell. Oliver And Boyd. 1978. This scheme is a controlled vocabulary, reading scheme. Using flash cards and letter tiles, in conjunction with leveled workbooks and readers. Children learn to read and spell the words for each story before reading it. Thus, phonics skills are taught as required.

Supplemental Reading Schemes: Ladybird: Key words Reading Scheme, books 1-12 A, B & C. Ladybird Books Ltd. 1964. Ladybird: Read With Me, Key Words To Reading, Books 1-16. Ladybird Books Ltd. 1990. Ladybird: Read With Ladybird, books 1-20. Ladybird Books Ltd. 1997. Ladybird: Read It Yourself, Levels 1-5+. Ladybird Books Ltd. 1987. Wide Range Readers: Blue books 1-7, Green Books 1-7, Red Books 1-6. By Fred Schonell & Phyllis Flowerdew. Oliver & Boyd. 1985.

1. Pre-reading

- A. Skills: identifying lower and upper case print Letters, Matching letter names with sounds.

Resources: Alphabet Drawers - teacher developed. Alphabet Teaching tubs. Lakeshore Learning LetterSoundMatching Board. Lakeshore Learning Inc. Magnetic letters Classroom Set Lower Case. Lakeshore Learning Magnetic sorting boards. Lakeshore Inc. Boxed Activity Card Sets. Lakeshore Learning Alphabet matching games and puzzles.

- B. Rhyming words:

Resources: Rhyming Teaching Tub. Lakeshore Learning. Match-A-Sound Phonemic awareness box, Rhyming. Lakeshore Learning. What's The Rhyme? Rhyming Houses. Discount School Supply. Rhyming Rockets. Discount School Supply. Boxed activity card sets.

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- C. Phonemes: Phonemic awareness, Identification and manipulation of phonemes. Decoding and encoding beginning, middle and ending sounds.
Resources: Tap A Sound Box Activity cards. Really Good Stuff. Match-A-Sound Phonemic Awareness boxes - Beginning sounds, Ending sounds. Lakeshore Learning Inc. CVC Toolbox. Junior Learning Inc. Phoneme puzzles and games. Letter Bricks. Coko Phonic Learning Bricks. Coko Toys Pty. Ltd. Level one controlled vocabulary words from Happy Venture reading scheme.
- D. Book orientation/print directionality
Resources: Teacher made flash cards. Happy Venture Workbook Introductory Level
- E. Singing Songs/reciting poetry
Resources: Musikgarten Curricula unit: Family Music. Music Matters. 1996.

2. Reading

- A. Phonics: Decoding and encoding
Resources: Word Building Boxes - Complete set. Lakeshore Learning. Word Building Boards: Complete set. Lakeshore Learning Inc. Coko Phonic Learning Bricks. Coko Toys Pty. Ltd. Touch & Read Phonics Match - K-2. Activity cards, complete set. Lakeshore Learning Inc. Phonics games and puzzles. Phonic Tales. Published by Scholastic Inc. 2006. Usborne Phonics Readers. Usborne Publishing LTD. 2006. Word Family Tales. Scholastic Inc. 2002 Ladybird Reading - Phonics readers, Books 1-12. Ladybird Books LTD. 2006
- B. Vocabulary
Resources: Leveled controlled vocabulary flash cards and readers from the Happy Venture reading scheme. -- 5-minute Vocabulary Practice cards. Lakeshore Learning Inc. -- Vocabulary tales. Scholastic Inc. 2009 -- Sight Words Tales. Scholastic Inc. 2007. Boxed card sets. Lakeshore Learning Inc.
- C. Comprehension
Resources: Daily Comprehension Practice Journals - K-5. Lakeshore Learning Fiction and nonfiction Comprehension Kits - Ages 6+. Complete set. Lakeshore Learning Inc. Reading Comprehension Cards, Sets 1-3. Learning Resources. Read & Respond Kits - Ages 9+ Complete set. Lakeshore Learning Inc. Leveled Reading comprehension cards boxed sets - Ages 9+. Lakeshore Learning Inc.
- D. General Reading
Resources: Elementary Language: Folder games - Grades k-5. complete set. Lakeshore Learning Inc. Match & Sort Language Quickies: K-5.

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Activity cards. Complete set. Lakeshore Learning Inc. Grab & Match Leveled Vocabulary Quickies. Ages 7+. Activity cards. Complete set. Lakeshore Learning Inc. Teaching Reading Skills Activity Centers, Levels K-3. Complete set. Lakeshore Learning Inc. Can Do! reading games. Lakeshore learning Inc. Reading skills games Supplementary reading books for leisure reading.

Writing

1. Handwriting/Cursive writing
Resources: Teacher-made script cards. Traceable sandpaper letters: Lower and upper case. Montessori Movable wooden alphabets: upper and lower case. Montessori Writing slates.
2. Creative Writing
Resources: Sequence & Write Story tiles. Lakeshore Learning Inc. Nonfiction Sequence & Write Tiles. Lakeshore Learning Inc. Ready To Write! Prompt Box - Grades 2-5. Complete set. Lakeshore Learning.
3. Grammar
Resources: Daily language Practice Journal. Lakeshore Learning. Grammar boxes. Explore Language Book Set. By Ruth Heller. Puffin Books. 2015. Grammar tales. Scholastic Inc. 2004.
4. Spelling
Resources: All About Spelling. By Marie Ripple. All About Learning Press Inc. 2014.

Listening/Speaking Poetry

1. Poetry
Resources: Selected poems from works by A. A. Milne, Robert Louis Stevenson and others.
2. Speaking: Group story-telling, Stage-time (show and tell) repetition games, lecturettes, oral presentations/speeches.
Resources: Let's Get Talking! Prompt box. Ages 3+. What Am I? Talking Cards. Oriental Trading. ConversaCards: What Happened? ConversaCards. What do you do with it? Key Education. Oral Presentation Station. Ages 8+. Lakeshore Learning Inc.

MATHEMATICS

Aims

-- To enable children to: acquire mathematical knowledge understand mathematical principles apply learned knowledge and principles in solving mathematical problems, including those in real life.

Live and Learn House

-- To hypothesize and estimate, apply strategies and learn from mistakes, reacting positively to failure.

Main Curriculum

Right Start Mathematics 2nd Edition - Levels A-E. Activities for Learning, Inc. 2013.

Early Math Skills

Resources: Manipulatives materials from Montessori Mathematics Curriculum. Manipulatives and cards sets. Lakeshore Learning Inc. Games and puzzles. Right Start Mathematics 2nd edition, Level A.

Mathematics Skills

Resources: Right Start Mathematics Level B-E. manipulative materials from the Montessori mathematics curriculum. Math Card Games. 5th Edition. Activities for Learning Inc. 2010. Games and puzzles Bar Model Activity Cards. word problems - Gr2. Lakeshore Learning Inc. How Did You Solve It? Math Activity Cards. Gr2. Lakeshore Learning Inc. Mastering Multistep Problem-solving - gr2-5. Lakeshore Learning Inc. Quick Pick Math, Complete Set - ages 7+. Lakeshore Learning Inc. Elementary: Mathematics Folder games - GrK-5.. complete set. Lakeshore Learning Inc. Math games: Commercial & teacher made.

MUSIC

Skills: Singing, playing percussion instruments, movement, auditory attending/remembering, listening and patterning.

Curriculum: Musikgarten Curricula units: Music Makers: At Home in the World. By Lorna Heyge, Audrey Sillick. Music Matters. 1996.

Resources: Musikgarten audio CDs. Percussion instruments. Recorders.

Live and Learn House

Program Schedule

8:55-9:00 Sign-in

9:00-9:20 Together Time. Pledge of Allegiance, Calendar, prayer and sharing personal news

9:20-10:40 Language Arts work stations. Children work on reading/reading readiness, and writing/writing readiness activities, spending 20 minutes at four of five stations. One station is a tutoring station

10:40-11:10 Snack and free play

11:10-11:5 Math work stations. Children work on math activities at two of three workstations, one of which is a tutoring station

11:50-12:00 Tidy up/transition to skill-appropriate puzzles

12:00 Pick up time for preschoolers

12:05-12:30 Story time

12:30-1:30 Structured & unstructured outdoor activities for physical education and development

1:30-2:10 Lunch and clean up

2:10-2:30 Poetry and auditory memory development activities

2:30-2:55 Musical instruments and/or singing

2:55 Transition and dismissal

Live and Learn House

Daily Attendance Form

Date: _____

Name	Time in	Time out	Dropped of by	Picked up by

Live and Learn House

Student Information Form

Student

Full name: _____ Preferred Name _____

Gender: ___ Age: ___ Date of birth: ___/___/___

Student lives with (check all that apply): ___Mother ___Father ___Stepmother
___Stepfather ___Guardian ___ Other (please describe)

Parents/Guardians:

Father: _____ Preferred Name: _____

Address _____

Home Phone: _____ Mobile Phone: _____

E-mail address _____ Work Phone _____

Employer _____ Job Title _____

Mother: _____ Preferred Name: _____

Address _____

Home Phone: _____ Mobile Phone: _____

E-mail address _____ Work Phone _____

Employer _____ Job Title _____

Siblings:

Name	Birthdate	School

Live and Learn House

Health Information

Medications: _____

Allergies: _____

Protocol for allergic episode: _____

Other health conditions: _____

Special Learning needs: _____

Emergency Contact Information

In case of an emergency, if parents/guardians can not be reached, emergency contact is:

Name: _____ Relationship to student: _____

Home Phone: _____ Mobile Phone: _____

Doctor's Name: _____ Phone number: _____

Practice name _____ Address: _____

Approved pick-up persons other than parents/guardians

Name: _____ Relationship to student: _____

Name: _____ Relationship to student: _____

Name: _____ Relationship to student: _____

Live and Learn House

I, _____, have been advised and understand that the Live and Learn House tutorial program is not licensed and is not required to be licensed by the state as a child care agency.

Parent/Guardian:

Date: