

PREVIOUS

Type: Policy
Descriptor Code: JBC(1)
Title: Homeless Students
Status: REVIEWED



The thrust of this policy is toward removing delays experienced in registering and enrolling homeless children and youth, and expediting the communication necessary for the prompt receipt and transfer of records related to that process.

Title VII-B of the Stewart B. McKinney Homeless Assistance Act provides federal regulations for assuring that homeless children and youth have access to a free, appropriate public education which would be provided to the children of a resident of a state and is consistent with the state school attendance laws. Local education agencies shall continue the homeless child or youth's education in the school district of origin for the remainder of the school year or enroll the child or youth in the school district where the child or youth is actually living. Each homeless child or youth will be provided educational services for which the child meets eligibility criteria, such as compensatory education programs for the handicapped and for students with limited English proficiency, programs in vocational education, programs for the gifted and talented and school meal programs.

I. ENROLLMENT

A. Requirement: Establish Residence

1. A parent/guardian and student with a questionable place of residence may present themselves to enroll at a public school. School administrative personnel should make a determination of the student's residential status based upon the definition in Section 103(a) 1,2 of the McKinney Act. If the student is identified as homeless via the definition, carefully consider options provided by the law, presented in the next item (2), enroll the student and determine free meal and transportation needs.

2. Homeless students have two options for enrollment:

- a) Continue enrollment in the school/school district attended prior to homelessness;
- b) Enroll in the school/school district where student is presently living. Before making a decision, school administrative personnel should consult with parent/guardian and/or student and carefully consider what is in the best interest of the student (e.g. family plans, educational services, special programs, transportation, length of stay in sheltering facility).

B. Definition

Section 103 (a) of the McKinney Act defines the term homeless as including:

- (1) An individual who lacks a fixed, regular, and adequate nighttime residence; and
- (2) An individual who has a primary nighttime residence that is:
 - (A) A supervised publicly operated shelter designed to provide temporary living accommodations (including welfare hotels, congregate shelters, and transitional housing for the mentally ill);
 - (B) An institution that provides a temporary residence for individuals intended to be institutionalized; or
 - (C) A public or private place not designed for, or ordinarily used as, a regular sleeping accommodation for human beings.

Section 103 (c) excludes from the definition of homeless "any individual imprisoned or otherwise detained pursuant to an act of congress or a state law".

C. Requirement: School and Health Records

1. A homeless parent/guardian and student may want to enroll without a transcript/grade record, birth certificate, and or immunization and health records. If so, school administrative personnel should contact the former school by telephone to request the student's records and discuss immunization information and tentative placement. They should then request a 30-day in-state or a 90-day out-of-state extension certificate for immunization from the Superintendent or the Superintendent's designee. The student should then be enrolled. If it is determined that no records are available or exist, the local school should create a cumulative record folder in accordance with established guidelines. School administrative personnel should obtain a simple release from the parent/guardian to facilitate release of information by former school/school district.

2. The school administrative personnel should contact the local health department to obtain information about the immunization status of a homeless student. If there are no records of the homeless student's immunization status, an appointment for the student needs to be made with the local health department and follow-up provided to ensure that the student has been immunized.

D. Requirement: Guardianship/Custody

1. A homeless student may arrive at the school without a parent/guardian and want to enroll. If so, enroll the student and make every effort to contact the parent/guardian to complete the enrollment process. Documentation of all written/verbal communication and home visits to

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contact the parent/guardian.

2. In exceptional cases where no parent/guardian can be located, contact the local social services agency (DFACS) to report the homeless child as a child in need of assistance, and in the interim, appoint an adult (relative, friend or volunteer) who will act in place of parent to make education decisions.

II. Transportation

Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. Transportation shall be provided for the duration of the transition. If the school of origin is in a different district, or a homeless student is living in another district but will attend his or her school of origin in this district, the districts will coordinate the transportation services necessary for the student, or will divide the costs equally. Transportation services may be provided through district transportation, gas vouchers, or public means. If transportation is requested by parent or guardian, a Transportation Request form should be filled out by school staff and forwarded to the district liaison and Transportation director.

III. TRANSFER/WITHDRAWAL

1. Homeless students often leave school without officially transferring or withdrawing from the school. In this event follow the policy established by the school system.

Receiving school: If a homeless student is transferring without the proper transfer or withdrawal form from the previous school, enroll the student and call the former school for transfer and/or withdrawal information.

Sending school: Give requested information by telephone and forward records for the homeless student within 10 days. Complete necessary forms to place student on transfer or withdrawal status at your school.

2. Homeless students may return to their former school or transfer to a new school within the same academic year. In this event, make every effort to remove student from withdrawal status and place on re-entry or transfer status. School administrative personnel should contact the previous school by telephone to request the student's records and discuss educational placement. Student records should be forwarded within 10 days.

The term "homeless children and youths" is defined as provided in the McKinney-Vento Homeless Assistance Act (the Act).

In accordance with the Act, every child of a homeless individual and every homeless child or youth shall have equal access to the same free, appropriate public education as provided to other students. The District shall assign and admit a child or youth who is homeless to a District school regardless of residence or whether the parent or student is able to produce records normally required for enrollment.

The Superintendent shall appoint a liaison for homeless children and youths.

The School District will work with homeless children and youths and their families to provide stability in school attendance and other services. Special attention will be given to ensuring the enrollment and attendance of homeless children and youths not currently attending school in a manner that will not stigmatize or segregate them on the basis of their status as homeless. Homeless students will be provided district services for which they are eligible, including transportation services, Head Start and comparable pre-school programs, Title I and similar state or local programs, educational programs for students with disabilities or limited English proficiency, career and technical education programs, gifted and talented programs and school nutrition programs. Appropriate secondary education and support services will be provided to ensure that homeless youths receive appropriate credit for full or partial coursework satisfactorily completed while attending a prior school.

The Superintendent or designee will review and revise as necessary regulations or procedures that may be barriers to the enrollment of homeless children and youths. In reviewing and revising such regulations or procedures, the District will consider issues of transportation, immunization, residence, birth certificates, transfer of school records and other documents required for enrollment.

Anyone having a concern or complaint regarding eligibility, school selection, or enrollment of a homeless child or youth should first present it orally and informally to the District homeless liaison, who shall carry out the dispute resolution process as defined in the state plan for the education of homeless children and youths.

Tattnall County Schools

Last Revised Date: 10/22/2012

Original Adopted Date: 9/23/2002

Comments:

- Marvene Brooks** - 03/25/2018 , 05:45:26 PM
I find nothing objectionable with this replacement policy.
- Donna Bland** - 03/23/2018 , 02:33:14 PM
Strike through old policy and add new. Thanks!

Policy Reference Disclaimer: These references are not intended to be part of the policy itself, nor do they indicate the basis or authority for the board to enact this policy. Instead, they are provided as additional resources for those interested in the subject matter of the policy.

Note: The State of Georgia requires acceptance of Terms and Conditions before reviewing the code. To 'accept' click here: [State of Georgia Terms and Conditions](#) After accepting, return here and click on the links below to be taken to each specific code. You should only have to do this one time per session.

State Reference

O.C.G.A 20-02-0150

O.C.G.A 20-02-0293

O.C.G.A 20-02-0690.1

O.C.G.A 20-02-0694

Description

[Eligibility for enrollment](#)

[Student attending school in system other than system of student's residence](#)

[Mandatory education for children between 6 and 16](#)

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