

V. Students

A. Administrative Policies

1. Students' Residence for School Purposes

a. Residence of Students in Transition (Homeless)

The Narragansett School System will follow the requirements of the McKinney-Vento Homeless Assistance Act, which ensures children and youth in transition (homeless) access to appropriate public education, including preschool. Our schools will ensure that children and youth in transition are free from discrimination, segregation, and harassment.

Information regarding this policy will be posted in every school in the district. In addition, the local homeless liaison will provide staff guidance and information regarding students in transition at least once each year.

I. Definitions

Children and youth in transition means children and youth who lack a fixed, regular, and adequate nighttime residence, including:

- Children and youth who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, campgrounds, or trailer parks due to lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
- Children and youth who have a primary nighttime residence that is a private or public place not designed for or ordinarily used as a regular sleeping accommodation for human beings.
- Children and youth who are living in a car, park, public space, abandoned building, substandard housing, bus or train station, or similar setting.
- Migratory children and youth who are living in a situation described above.

Unaccompanied youth means a youth not in the physical custody of a parent or guardian, who is in transition as defined above.

Enroll and *enrollment* mean attending school and participating fully in all school activities.

Immediate means without delay.

School of origin means the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.

Local homeless liaison is the staff person designated as the person responsible for carrying out the duties assigned to the local homeless education liaison by the McKinney-

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Vento Homeless Assistance Act (Assistant Superintendent, but may also be the Director of Student Services or School Social Worker).

II. Identification

In collaboration with school personnel, the local liaison will identify children and youth in transition in the district. The local liaison will provide guidance to school personnel on possible indicators of homelessness, sensitivity in identifying families and youth as in transition, and procedures for forwarding information indicating homelessness to the local liaison. The local liaison will also instruct school secretaries to inquire about possible homelessness upon the enrollment of every student and to forward information indicating homelessness to the local liaison. The local liaison will keep data on the number of children and youth in transition in the district; where they are living; their academic achievement, and the reasons for any enrollment delays, interruptions in their education, or school transfers.

III. School Selection

Each child and youth in transition has the right to remain at his or her school of origin or to attend any school that houses students who live in the attendance area in which the child or youth is actually living. In selecting a school, children and youth in transition will remain at their schools of origin to the extent feasible, unless that is against the parent's or youth's wishes. Students may remain at their schools of origin the entire time they are in transition and until the end of any academic year in which they become permanently housed. Feasibility will be a child-centered determination, based on the needs and interests of the particular student and the parent's or youth's wishes. Services that are required to be provided, including transportation to and from the school of origin and services under federal and other programs, will not be considered in determining feasibility.

IV. Enrollment

Narragansett Schools will enroll any child or youth in transition and unaccompanied youth immediately and will not deny or delay enrollment due to the lack of any document normally required. Unaccompanied youth may either enroll themselves or be enrolled by a parent, non-parent caretaker, older sibling, or local liaison.

V. Transportation

Transportation will be provided to and from the school of origin for a child or youth in transition for the entire time the child or youth has a right to attend that school, including during pending disputes. The length of the commute will be considered only in determining the feasibility of placement in the school of origin based on potential harm to the student. Parents and unaccompanied youth must be informed of this right to transportation before they select a school for attendance.

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VI. Services

Children and youth in transition will be provided services comparable to services offered to other students in the selected school. Evaluations of children and youth in transition suspected of having a disability will be given priority and coordinated with students' prior and subsequent schools as necessary to ensure the timely completion of a full evaluation. When necessary, the district will designate expeditiously a surrogate parent for an unaccompanied youth suspected of having a disability. If necessary, the district will designate a temporary surrogate in accordance with the provisions of the Individuals with Disabilities Education Act (IDEA). If a student has an Individualized Education Plan (IEP), the enrolling school will implement it immediately. Any necessary IEP meetings or re-evaluations will then be conducted expeditiously.

When applying any district policy regarding tardiness or absences, any tardiness or absence related to a child or youth's living situation will be excused. Our school district will ensure equal access to appropriate secondary education and support services. School personnel will refer children and youth in transition to appropriate health care services, including dental and mental health services.

School personnel will inform parents of all educational and related opportunities available to their children and provide parents with meaningful opportunities to participate in their children's education. All parent information required by any provision of this policy must be provided in a form, manner, and language understandable to each parent.

VII. Disputes

If a dispute arises over any issue covered in this policy, the child or youth in transition will be admitted immediately to the school in which enrollment is sought, pending final resolution of the dispute. The student will also have the rights of a student in transition to all appropriate educational services, transportation, free meals, and Title I, Part A, services while the dispute is pending.

The school where the dispute arises will provide the parent or unaccompanied youth with a written explanation of its decision and the right to appeal and will refer the parent or youth to the local liaison immediately. The parent or unaccompanied youth will be given every opportunity to participate meaningfully in the resolution of the dispute. The local liaison will keep records of all disputes in order to determine whether particular issues or schools are delaying or denying the enrollment of children and youth in transition repeatedly. The parent or unaccompanied youth may appeal the school district's decision as provided in the state's dispute resolution process.

VIII. Free Meals

The U.S. Department of Agriculture has determined that all children and youth in transition are automatically eligible for free meals. On the day a child or youth in

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transition enroll in school, the enrolling school must submit the student's name to the district nutrition office for immediate processing.

IX. Title I, Part A

Children and youth in transition are automatically eligible for Title I, Part A services. Our district's Title I plan will be coordinated with our McKinney-Vento services. Children and youth in transition will be assessed, reported on, and included in accountability systems, as required by federal law and U.S. Department of Education Regulations and Policy Guidance.

References:

The McKinney-Vento Homeless Assistance Act, 42 U.S.C. §§11431-11436
Title I, Part A, of the Elementary and Secondary Education Act, 20 U.S.C. §§6311-6315.
The Individuals with Disabilities Education Act, 20 U.S.C. §§,1400 et seq.
Child Nutrition and WIC Reauthorization Act of 2004, 42 U.S.C. §§1751 et seq.
June 5, 1992 Policy of the Administration for Children and Families of the U.S.
Department of Health and Human Services.

1st Reading: April 9, 2008

Approved: May 21, 2008

Narragansett School System
Narragansett, Rhode Island

Student Residency Form

This form is intended to address the requirements of the McKinney-Vento Act (Title X, Part C of the No Child Left Behind Act). The question below is to assist in determining if the student meets the eligibility criteria for services provided under the McKinney-Vento Act.

Where does the student stay at night?

_____ in a shelter

_____ in a motel/hotel

_____ in a car

_____ at a campsite

_____ in another location that is not appropriate for people (e.g., an abandoned building)

_____ temporarily with more than one family in a house, mobile home, or apartment (because the family does not have a place of its own)

_____ other (in an arrangement that is not fixed, regular, and adequate and is not described by the other choices)

Name of school: _____

Name of student: _____ Student's date of birth: _____

I, (name) _____

declare as follows:

I am the parent/legal guardian of (name of student) _____ who is of school age and is seeking enrollment in (name of school district) _____

_____.

Since (date) _____, our family has not had a permanent residence.

Under penalty of perjury under the laws of this state, I declare that the information provided here is true and correct and of my own personal knowledge and that, if called upon to testify, I would be competent to do so.

Name of person completed the form: _____

Signature: _____ Date: _____

Address: _____

Phone number: _____ e-mail address: _____

I can be reached for emergencies at: _____

Adapted from materials from the California Department of Education and the San Antonio Independent School District.

Affidavit for Missing Enrollment Documentation

State: _____

School district: _____

_____ (name), based upon his/her personal knowledge, answers the following questions as noted in his/her handwriting on this and the following page, which are propounded by duly authorized officials of the _____ (district name) concerning a student's missing enrollment documentation for the following:

- | | |
|-----------------------------|--|
| _____ Proof of residency | _____ Immunization record(s) |
| _____ Proof of guardianship | _____ School physical/health record(s) |
| _____ Proof of identity | _____ School record(s) |
| _____ Birth certificate | _____ Other (please describe below) |
- _____

You are being asked to answer these questions because you are unable to provide the enrollment documents checked above that are required for enrollment. In accordance with the McKinney-Vento Homeless Assistance Act (P.L. 107-110), states and localities are required to address barriers to the enrollment of students meeting the definition of "homeless." Your completion of this affidavit will facilitate the enrollment of your child(ren) (or of your own enrollment if you are an unaccompanied youth).

1. What is your full name? (name of person completing form)

2. Do you understand that giving a false or otherwise untrue answer to any of the questions in this affidavit could result in a criminal charge of perjury being brought against you? Please circle "Yes" or "No".

Yes / No

3. What is (are) the full name(s) of the student(s) you wish to enroll in this district?

4. What are the age(s), date(s) of birth, and birthplace(s) of the student(s) being enrolled in this district?

Affidavit for Missing Enrollment Documentation (cont'd)

5. Who are the parents, parents by legal adoption, legal guardians, or persons having legal custody of the student(s) being enrolled? (If you are an unaccompanied youth, please list your parent(s), legal guardian(s), or other adults who help take care of you, such as relatives, caregivers, social workers, etc.)

6. Where is (are) the student(s) currently living? Include the address and type of housing.

7. Do you have legal custody imposed by a court order or have you been designated as a court-appointed guardian for the student(s) being enrolled?

What court entered such order and what type of case was it (e.g., custody hearing, etc.)?

8. Why are you unable to present a copy of documentation for the items checked on page 1 for the student(s) that you are enrolling?

9. To the best of your knowledge, has this student (have these students) ever been reported to any law enforcement agency as a missing child (as missing children)?

If the response to question #9 is yes, identify by name and address the law enforcement agency to which the child was reported missing and the date of the report.

10. In order to help the school district locate missing information, please give the following information:

Last school(s) attended (name of school, city or county, and state):

Clinic or medical facility where the student(s) was (were) immunized or received medical treatment (name of facility, city or county, and state):

Date

Signature