

**Title X Campbell
County
HOMELESS POLICY/PROCEDURE**

**Code: 6.503
Date Issued: 7/05
Date Reviewed: 10/2007
Date Revised: 10/2011**

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Homeless Liaison**

The **Campbell County School District** is committed to ensuring that all homeless students have equal access to the same free public pre-school and regular school education that other students have. This policy explains the District's responsibilities under the federal No Child Left Behind Act of 2001 for identifying and serving homeless students. The Director shall put procedures in place to ensure that homeless children who meet relevant criteria are able to participate in federal, state, or local before and after school programs. The Director is to review and recommend revision to any policy or procedure that may act as barriers to the enrollment of homeless children and youth. The Director shall put in place procedures to ensure that homeless children have equal access to the same public pre-school programs as provided to other children in the school. The Director shall adopt procedures to ensure that homeless youth and youth separated from the public school are identified and accorded equal access to appropriate secondary education and support services. The Director will ensure that homeless students are not isolated or stigmatized but will, in fact, be served as all other students within the district.

Definition of Homeless Students:

Homeless students are children and youth who lack a fixed, regular, and adequate nighttime residence. Homeless students included those who are:

- ☞ Sharing the house of other persons due to loss of housing, economic hardship or other similar reasons.
- ☞ Living in motels, hotel, RV parks or camping grounds because of lack of alternative adequate accommodations.
- ☞ Living in emergency or transitional shelters and/or abandoned in hospitals.
- ☞ Awaiting foster care placement.
- ☞ Living in public or private places not designed for/or ordinarily used as regular sleeping accommodations for human beings.
- ☞ Living in cars, parks, public spaces, abandoned buildings, substandard housing, transportation stations such as bus or train stations or similar settings.
- ☞ Living in a migratory situation that qualifies as homeless because the child lacks a fixed, regular, or adequate nighttime residence.

District Liaison (Principal) for Homeless Students:

The District liaison for homeless students is the school principal. The liaison for homeless students will provide enrollment support and will coordinate services within the school district and through community agencies to ensure that each homeless child or youth has equal access to education in the District. The liaison has the following responsibilities:

- ☞ Making sure that homeless children are identified, enrolled in and are accorded full and equal opportunity to succeed in the district school.
- ☞ Helping unaccompanied children to enroll in and attend school.
- ☞ Evaluating district policies and recommending changes to reduce barriers for homeless children enrolling and attending school.
- ☞ Making sure that homeless families and children are referred to appropriate health care services.
- ☞ Coordinating with local social service agencies that provide services to homeless families.
- ☞ Collaborating with state and local housing agencies.
- ☞ Making sure that the parents/guardians of homeless children are informed of the educational opportunities available to their children and are given opportunities to participate.
- ☞ Distributing a public notice of the education rights of schools, family shelters, soup kitchens, food banks and human service facilities.
- ☞ Making sure that enrollment disputes are mediated appropriately,. If a dispute arises between the District and parents about school selection or enrollment, the District must immediately enroll the student in the requested school, pending resolution of dispute.

Enrollment Records:

Homeless students will enroll, attend classes, and participate fully in school activities. If critical enrollment records, including immunization and medical records, are not immediately available for homeless children, the liaison and school staff will work with these children and other agencies to obtain them in a timely manner.

Placement:

The liaison for homeless students, with help from other school staff, will decide on homeless students' placement in school, based on the students' best interests. In making this determination, the District must, to the extent feasible, continue the student's education in his/her school of origin (that is the district school the student has been attending prior to becoming homeless) unless the student's parents/guardians want him/her placed in another school.

Transportation:

The District will provide homeless students in the district with transportation services comparable to those of other students at the parents/guardians request. Also, individual accommodations will be considered. If a homeless student moves out of the district but continues to attend a district school, the district will coordinate services with the new district to meet the students' transportation needs. The school principal (liaison) will coordinate homeless students' transportation needs.