



JFABD-R - HOMELESS STUDENTS

HOMELESS STUDENT LIAISON

The liaison appointed by the superintendent shall work to identify homeless children and youth and to facilitate their access to and success in school. The primary functions of the liaison shall be to mediate disputes concerning school selection, assist in making transportation arrangements, assist in requesting the student's records, provide information and give referrals on services and opportunities, and assist any unaccompanied youth (youth not in the physical custody of a parent or guardian) with enrollment decisions.

ENROLLMENT

A homeless student shall be enrolled immediately, even if the student lacks records routinely required prior to enrollment. If the student needs to obtain immunizations, or medical records, the school shall immediately refer the parent/guardian or unaccompanied youth to the homeless student liaison, who shall assist in obtaining the necessary immunizations, or medical records.

ENROLLMENT DETERMINATION

A homeless student who remains located within the district may continue to attend his school of origin for the duration of homelessness, or may enroll in the school in the attendance area in which he is actually living and eligible to attend. Should a dispute arise over school selection, the homeless student liaison shall meet with the student's parent/guardian, or the unaccompanied youth, to determine which district school would best meet the student's educational and other needs.

In cases where a homeless student's school of origin is located in another district, or where the school of origin is in Poudre School District, but the student is currently living in another district, the homeless student liaison shall assist the parent/guardian, or unaccompanied youth, in determining school selection. The liaison will work with the homeless student liaison in the other district to determine school selection, mediate disputes concerning school selection, assist in making transportation arrangements, assist in the transfer of student records, provide information and give referrals on services and opportunities.

In making enrollment determinations, the liaison shall consult with the student's parent/guardian, or the unaccompanied youth, the principals of the schools involved, the director of transportation or a designee, and the homeless student liaison for the sending or receiving districts. The liaison shall consider all relevant factors in making the determination including but not limited to:

- The best interests of the homeless student
- To the extent feasible, keeping the homeless student in his school of origin
- The wishes of the student and of the student's parent/guardian
- Which school can best meet the student's educational and other needs
- The student's transportation needs related to various school selection options

If a homeless student becomes permanently housed outside his attendance area during the school year, the student shall no longer be considered homeless and may only continue enrollment in the school for the remainder of the academic year.

ENROLLMENT DISPUTES

If a dispute arises over school selection or enrollment in a school, the student shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute. The homeless student liaison shall be contacted immediately by the principal of the school in which enrollment is sought. The liaison shall then make a determination as to which school the student will attend.

The parent/ guardian, or unaccompanied youth, shall be notified in writing of the district's determination and of the right to appeal, and a copy of the determination will be sent to the involved principals and the appropriate assistant superintendent. If it is determined that the homeless student shall attend a school other than the student's school of origin or a school requested by the student's parent or guardian, the liaison shall also provide a written explanation regarding that decision to the parent/guardian, or unaccompanied youth.

The parent/guardian, or unaccompanied youth, will be advised by the liaison that they may appeal the determination by contacting the office of the assistant superintendent. If the assistant superintendent upholds the determination, the parent/guardian or unaccompanied youth may appeal to the homeless coordinator at the Colorado Department of Education, whose decision shall be final.

TRANSPORTATION

If a request for transportation is made by the student's parent/guardian, or by the liaison for an unaccompanied youth, the liaison shall collaborate with the director of transportation or a designee to arrange for the student's transportation to and from school in accordance with district transportation policies, and federal law.

If a determination has been made that a student located in this district shall attend school in another district, or that a student located in another district shall attend school in this district, both this district and the other district must either agree on a method to apportion cost and responsibility for the student's transportation, or share the cost and responsibility equally.

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