

Students Experiencing Homelessness: Enrollment Rights and Services Policy 3115P

A. Enrollment

1. The district will consider the best interest of the child in enrollment decisions;
2. The district shall not deny or delay enrollment of homeless students;
3. The district's need for student contact information shall not be in a form or manner that constructs a barrier for homeless students. For example homeless students may not be excluded for failure to have a mailing address or emergency contact information;
4. The district's liaison shall:
 - a. Ensure that public notice is disseminated where homeless children receive services; and
 - b. Assure that students are identified by school personnel, enrolled in school and have a full and equal opportunity to succeed; and
 - c. Inform parents and guardians of educational and related activities and inform parents of transportation services.

B. Definitions

1. **Homeless Children and Youth:** means individuals who lack a fixed, regular, and adequate nighttime residence. This includes children and youth who are sharing the housing of other persons due to loss of housing, economic hardship or a similar reason, living in motels, parks or campgrounds; or children or youth who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a sleeping accommodation by human beings; or children or youth living in cars, abandoned buildings or substandard housing or similar situations; or migratory children because they are living in circumstances like those described above.
2. **Unaccompanied Youth:** means a youth not in the physical custody of a parent or guardian. Youth living on their own in any of the homeless situations described in the McKinney-Vento Homeless Education Act.

C. Dispute Resolution Procedure

The District shall ensure that the child/youth attends the school in which they sought enrollment while the dispute process is being carried out.

1. Notification of Appeal Process

If the district seeks to place a homeless child in a school other than the school of origin or the school requested by the parent, the school district shall inform the parent or the unaccompanied youth of the right to appeal. The district shall provide the parent or unaccompanied youth with written notice including:

- a. An explanation of the child's placement and contact information for the district and the OSPI homeless liaison, including their roles;
- b. Notification of the parent's right to appeal(s);
- c. Notification of the right to enroll in the school of choice pending resolution of the dispute;

- b.** The OSPI's homeless education coordinator or designee, along with the appropriate agency director, and/or agency assistant superintendent shall make a final decision within fifteen business days of receiving the appeal;
- c.** The OSPI's decision will be forwarded to the district's homeless liaison. The liaison will distribute the decision to the parent or unaccompanied youth and the local superintendent.
- d.** The OSPI's decision will be the final resolution for placement of a homeless child or youth in the district.
- e.** The district will retain the record of all disputes, at each level, related to the placement of homeless children.

D. Inter-district Disputes

If districts are unable to resolve a dispute regarding the placement of a homeless student, either district may submit a written request to the OSPI seeking resolution.

The OSPI will resolve the dispute within ten (10) business days of notification of the dispute and inform all interested parties of the decision.

Adopted: 10.25.10

Revised: 3.10.20