

TOLLAND PUBLIC SCHOOLS
Tolland, Connecticut

ADMINISTRATIVE REGULATION

REGARDING: Homeless Students

Number: 5302
Administrative

Approved: 6/11/03

In order to appropriately implement the policy pertaining to homeless children, youth and students placed in shelters, in compliance with all applicable federal and state statutes, the following regulations are established:

DEFINITIONS:

Homeless students are federally defined as “individuals who lack a fixed, regular, and adequate nighttime residence.” This definition includes the following types of students who are:

- A. Sharing the housing of other persons due to loss of housing, economic hardship, or similar reason;
- B. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations;
- C. Living in emergency or transitional shelters;
- D. Abandoned in hospitals;
- E. Awaiting foster care placement;
- F. Have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
- G. Living in cars, parks, public spaces, abandoned buildings, bus or train stations, or similar settings;
- H. Migratory children living in the above described circumstances.

Connecticut’s residency definitions contained in C.G.S. 10-235(d) defines non-residency as children residing with relatives or non-relatives, when it is the intention of such relatives or non-relatives and of the children or their parents or

guardians that such residence is to be (1) permanent, (2) provided without pay and (3) not for the sole purpose of obtaining school accommodations. In addition, C.G.S. 10-253(e) indicates that children in temporary shelters are entitled to free school privileges from either the school district in which the shelter is located or from the school district in which the child would otherwise reside, if not for the need for temporary shelter. The district has an obligation to identify homeless and migratory children.

DISTRICT OBLIGATIONS REGARDING PLACEMENT OF HOMELESS STUDENTS:

- A. The district must continue the student's education in the "school of origin" which is the school the child attended when permanently housed or the school of last enrollment. Or
- B. The district must enroll the homeless student in any public school that non-homeless student who live in the area were the child is actually living are eligible to attend.
- C. The district is required, "to the extent feasible" to keep the homeless child in the school of origin unless it is against the wishes of the parent/guardian.
- D. The homeless child's right to attend the school of origin extends for the duration of homelessness.
- E. If a child becomes permanently housed during the academic year, he/she is entitled to stay in the school of origin until the end of the school year.
- F. A child who becomes homeless in between academic years is entitled to attend his/her school of origin for the following academic year.
- G. The district must provide written explanation, including the right to appeal, whenever the school district sends the homeless child to a school other than the school of origin or a school requested by the parent/guardian.
- H. With an "unaccompanied youth," the district's homeless liaison must assist in the placement/enrollment decisions, considering the youth's wishes, and provide notice of appeal under the act's enrollment disputes provision.

APPEAL PROCEDURES:

- A. C.G.S. 10-186 currently defines the process for resolving issues involving homeless students. The state is required to establish an appeal process.
- B. Federal law requires school districts to allow homeless students to “stay put.” “ The child shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute.”
- C. The district’s homeless liaison shall carry out the dispute resolution process expeditiously and, in the case of an unaccompanied youth, ensure that the youth is immediately enrolled in school pending the resolution of the dispute.

EDUCATIONAL SERVICES TO BE PROVIDED TO HOMELESS STUDENTS:

- 1. Educational services are to be comparable to those received by other students in the school.
- 2. Such students may be entitled to such services as Title I, state/local remedial programs, special education, limited English proficiency, vocational education, gifted/talented and school nutrition programs.
- 3. Homelessness alone is not to be considered a sufficient reason to separate students from the mainstream school environment.
- 4. Homeless students may be segregated for short periods of time only for health and safety emergencies or to provide temporary, special or supplemental services.

TRANSPORTATION OBLIGATIONS OF THE SCHOOL DISTRICT FOR HOMELESS STUDENTS:

- 1. Services must be comparable to those provided other students in the selected school.
- 2. Homeless students must be provided transportation to the school of origin, if requested by the parent/guardian, if the school is within the school district.
- 3. If the school of origin is in a different school district from where the child is currently living, both school districts are to agree on a method for sharing the responsibility and costs, or share the costs equally.

ENROLLMENT REQUESTS FROM HOMELESS PARENTS:

1. The selected school is required to immediately enroll the child, even in the absence of records normally required for enrollment. Parents/guardians may be required to submit contact information.
2. The last school attended must be contacted to obtain records.
3. If the child lacks immunizations or immunization/medical records, the enrolling school must refer the parent/guardian to the liaison in order to get help obtaining immunizations and records.

DISTRICT LIAISON FOR HOMELESS STUDENTS:

The district's liaison for homeless students is the Superintendent of Schools.

The duties of the local liaison are:

- A. Ensure homeless children and youth are identified by school personnel and through coordination with other agencies and entities.
- B. Ensure homeless children enroll in and have a full and equal opportunity to succeed in the school district's schools.
- C. Ensure that homeless families and children receive educational services for which they are eligible, including head start, even start, preschool programs, and referrals to health care services, dental services, mental health services, and other appropriate services.
- D. Parents/guardians are informed of educational and related opportunities available to their children, and are provided with meaningful opportunities to participate in the education of their children.
- E. Ensure that public notice of the educational rights of homeless children are disseminated where such children receive services. (for example, family shelters, soup kitchens, and schools).
- F. Ensure that enrollment disputes are mediated.
- G. Parent/guardian is fully informed of all transportation services, including to the school of origin, and is assisted in accessing those services.

- H. Must assist unaccompanied youth in placement/enrollment decisions, including considering the youth's wishes in those decisions, and providing notice to the youth of the right to appeal such decisions.
- I. Must assist children who do not have immunizations, or immunization or medical records, to obtain necessary immunizations, or immunization or medical records.
- J. Must collaborate and coordinate with state coordinators and community and school personnel responsible for the provision of education and related services to homeless children.