



## TRANSPORTATION PROCESSES INTERNAL

San Elizario Independent School District is committed to strengthening the educational stability for Children and Youth in Foster Care. SEISD and in collaboration with the Texas Department of Family Protective Services will offer additional assistance to the Foster Care Parents and their children. For further information, contact the District Foster Care Liaison *Teresita Parra or Sylvia Graves at 872-3900*

### Transportation Process

Children and Youth in Foster Care have the right to receive transportation to remain in their school of origin when it is in their best interest. During the interim, the district will provide inter-district transportation arrangements for Children and Youth in Foster Care until the local welfare agency and the district agree on apportioning the cost.

### Steps in the Transportation Process

**STEP 1** CPS will contact the District Social Worker/Foster Care Liaison to refer the student in foster care for transportation services.

**STEP 2** The District Worker will verify the acceptable documents to confirm that the student is in foster care. The following are acceptable documents:

**All forms in the 2085 Series:**

- Foster Care/Residential Care- 2085 FC ,
- Verified Kinship Foster Caregiver – 2085 KF
- Supervised Independent Living – 2085 SIL
- Home and Community-based Services (HCS) – 2085 HCS
- Kinship or Other Non-Foster Caregiver- 2085 KO
- Legal Risk – 2085 LR
- Designated of Education Decision-Maker – 2085 E<sup>3</sup>

**STEP 3.** Following the verification of the acceptable documents, the District Social Worker will coordinate with the proper administrator SEISD Transportation Department to initiate the referral for transportation.

**STEP 4** SEISD Transportation Department will make arrangements with the neighboring school district to provide home-to-school transportation for the student.

**STEP 5** SEISD Transportation Department will notify the District Social Worker of the daily time and schedule of the bus route for the student. District Social Worker Will contact parent/caregiver as well as DFPS to inform them of plan and contact Information.

**STEP 6** Once transportation services have been put into place the District Social Worker will contact CPS and pertinent school personnel of the daily time and schedule of the bus route for the student.