

# **Rogersville City School System**

## **Homeless Youth Protocol**

### **TITLE IX Part A Education for Homeless Children and Youth**

#### **Child Find**

Upon disclosure (staff referral or family inquiry) the student may be homeless, the family is contacted by the Homelessness POC and Coordinated School Health Director. The Homeless flowchart is discussed in a family friendly manner. Based on replies a classification is determined and entered into our SIS system. Information concerning educational and related opportunities can be found:

- school website
- direct contact with or from the Homeless POC and/or the Coordinated School Health Director
- PSA information posted through-out the school concerning Homeless Education Rights

#### **Assessment Procedures**

The Homeless flowchart is discussed in a family friendly manner. Based on replies a classification is determined and entered into our SIS system. The student remains classified as homeless for the remainder of the school year.

The following is discussed with the families:

- Assistance with school enrollment process and paperwork
- Help with school issues, questions, or concerns
- Housing and community resource information
- Obtaining birth certificates, immunization records, and school records
- Parent education sessions and workshops
- Referrals for dental, medical, and mental health services
- School supplies and standard school attire
- Special distribution events (food boxes, hygiene products, holiday toys, etc.)
- Transportation to school and school-related events/activities
- Tutoring services

#### **Transportation Options**

In the event that it is in the best interest of the homeless student to attend the school of origin, transportation to and from school shall be provided at the request of the Family/guardian or, in the case of an unaccompanied student, the homeless coordinator. If the student's temporary housing is outside the district of the school of origin, RCS will work with the school of origin to agree on a method to apportion the responsibility and costs for transporting the student. If an agreement cannot be reached, the costs will be shared equally. There is an amount allotted in the Consolidated ESSA budget to provide transportation services if deemed necessary to attend the school of origin.

**Medical, School, and other records made available in a timely manner**

Any records ordinarily kept by the school, including immunization records, academic records, birth certificates, guardianship records and evaluations for special services or programs of each homeless child or youth shall be maintained so that appropriate services may be given the student, so that necessary referrals can be made and so that records may be transferred in a timely fashion when a homeless student enters a new school district. Copies of records shall be made available upon request to students or families in accordance with the Family Educational Rights and Privacy Act..

**RCS follows the *McKinney-Vento State-Level Dispute Resolution* process found on the TDOE website.**

When a dispute arises over eligibility, school selection, or enrollment, the child or unaccompanied youth shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute.