

Glen Cove City School District Enrollment of Youth From Residential Facility

Procedures for the enrollment of youth released or conditionally released from a residential facility:

1. It shall be the duty of the Glen Cove City School District's superintendent of schools/his or her designee (Assistant Superintendent for Curriculum, Instruction and Technology) to ensure:
 1. that any youth presented for enrollment who is entitled to attend the schools of such district pursuant to Education Law, section 3202 and who is released or conditionally released from a residential facility operated by or under contract with the Office of Children and Family Services, the Office of Mental Health, the Office of Mental Retardation and Developmental Disabilities or a local department of social services is promptly enrolled and admitted to attendance in such district, and that school district personnel cooperate with such facilities and agencies in facilitating such prompt enrollment;
 2. that the youth's educational records are requested from the school such student attended while in the residential facility; and
 3. where applicable, that the educational plan for such student's release or conditional release, as submitted to the family court pursuant to Family Court Act section 353.3(7)(c), is implemented.
2. The Glen Cove City School District shall designate a liaison representative (Assistant Superintendent for Curriculum, Instruction and Technology) to facilitate the prompt enrollment of students who are released or conditionally released and whose duties shall include, but are not limited to, the receipt of student records and serving as a district contact person with residential facilities and State and local agencies.
3. Upon notification from the registrar that a student has been enrolled that meets this criteria, the district's liaison will contact the following stakeholders (as applicable) Coordinator of Guidance, Director of Special Education, Building Principals, Assistant Principals, School Counselors and Social Workers will meet with families in order to transition the student's return to the conventional education setting. The district will provide support academically and help to ensure the student's transition is supported.
4. Glen Cove City School District Implementation Date: May 20, 2019