

Education of Homeless Students Step Sheet

1. CCSD personnel forward initial information relative to a possible homeless student to the school Principal or designee.
2. The school Principal or designee gathers and then sends all pertinent information to the assigned School Social Worker in the Office of School Leadership & Operations.
3. The School Social Worker discusses the information with the Homeless Liaison who then visits the parent/guardian to verify if the student lives in a homeless situation (McKinney-Vento Homeless Assistance Act). The School Social Worker notifies the parent/guardian of all possible services that may be provided.
 - a. If the student does not qualify as homeless, the school Principal or designee is notified.
 - b. If the student does qualify as homeless, the school Principal or designee is notified, the Residency Information form is completed, and all appropriate services are provided to the student and family.