



CAREGIVER AUTHORIZATION FORM

This form is intended to address the McKinney-Vento Homeless Assistance Act (P.L. 107-110) requirement that homeless children have access to education and other services for which they are eligible. The McKinney-Vento Homeless Assistance Act states specifically that barriers to enrollment must be removed. In some cases, a child or youth who is homeless may not be able to reside with his/her parent or guardian; however, this fact does not nullify the child's/youth's right to receive a free, appropriate public education.

INSTRUCTIONS for enrolling Unaccompanied Youth with Adult

Complete this form for a child/youth presenting themselves for enrollment while not in the physical custody of a parent or guardian.

To authorize the enrollment in school of a minor, complete the following section and sign the bottom of the form. Valid for current school year only

Name of minor: _____ **Grade:** _____

Minor's date of birth: _____ **School:** _____

Name (adult giving authorization): _____

Adult caregiver address: _____

Other contact information (phone, email): _____

To authorize the enrollment and school-related medical care of a minor, complete the entire form, attach a photocopy of the caregiver's driver's license or identification card and sign the form. Valid for current school year only.

Check one or both:

- I have advised the parent(s) or other person(s) having legal custody of the minor as to my intent to authorize medical care and have received no objection.

Name of parent(s) or legal guardian: _____

- I am unable to contact the parent(s) or legal guardian(s) at this time to notify them of my intended authorization.

Name of parent(s) or legal guardian: _____

I am 18 years of age or older and have agreed to fulfill the role of caregiver for the minor names above. I declare under penalty of perjury under the laws of this state that the information provided her is true and correct.

Signature: _____ **Date:** _____

Staff Name: _____ **Date:** _____

Notes:

Caregiver end date: _____

New Caregiver on file: Yes _____ No _____

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This form is valid for the current school year only and may end early. Please note the end date at bottom of the page and notify the building secretary of any changes to caregiver information.

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The following taken from: "MCKINNEY-VENTO 2001 - LAW INTO PRACTICE: When Legal Guardians Are Not Present: Enrolling Students on Their Own."

In most LEAs (local education agencies or school districts), enrollment procedures are predicated on the expectation that children are living with their parents or legal guardians. Requiring parents or legal guardians to sign forms upon enrolling children provides schools with protection from certain types of liability and with contact information for situations in which additional permissions or consultations are needed. In a number of instances, however, children and youth who are enrolling in a school may not be living with their parents or legal guardians. Frequently, children in families experiencing homelessness are sent to live temporarily with friends or relatives. This type of living arrangement has been especially prevalent in families displaced by the 2005 Gulf Coast hurricanes. In other situations, youth have been forced to leave home due to abusive environments or are on their own for other reasons. These children and youth, in most cases, fit the definition of homeless, unaccompanied youth in the McKinney-Vento Act: a youth not in the physical custody of a parent or guardian [42 U.S.C. §11434A(6)] and eligible for immediate school enrollment.

The McKinney-Vento Act requires school districts to enroll homeless children and youth in school immediately, even if they lack required enrollment documents [42 U.S.C. §§11432(g)(3)(C), (g)(1)(H)(iv), (g)(1)(F)(ii)]. ("Enroll" and "enrollment" are defined as "attending classes and participating fully in school activities" [42 U.S.C. §11434A(1)].) The Act further requires states to review and revise any policy that may act as a barrier to the enrollment of homeless children and youth and requires states to give particular attention to guardianship issues [42 U.S.C. §§11432(g)(7)].

Therefore, schools may not condition school enrollment upon the receipt of proof of legal guardianship by caregivers of homeless, unaccompanied youth; nor may they require caregivers to become legal guardians within a certain period of time after the child enrolls in school. The decision to seek legal guardianship is a serious decision that affects significantly the legal rights of the parent and caregiver well beyond the education arena. Although that step may be appropriate in some cases, it will not be in others.

In addition, it is important to note that the absence of an available caregiver must not impede enrollment. Unaccompanied, homeless youth who are on their own completely must be enrolled in school immediately. Under the McKinney-Vento Act, every school district must designate a local homeless education liaison [42 U.S.C. §11432(g)(1)(J)(ii)]. The local liaison plays a key role in identifying and supporting unaccompanied, homeless youth and is required to help them choose and enroll in school after considering their wishes; inform them of their right to transportation; assist them in accessing transportation; provide them with notice of their right to appeal school or school-district decisions; and ensure that they are enrolled in school immediately, pending resolution of disputes [42 U.S.C. §11432(g)(6)(A)].