



PINELLAS COUNTY SCHOOLS
ENROLLMENT FORM/RESIDENCY
QUESTIONNAIRE

Information Referred by:

Self/Parent	☐	Outside Agency	☐
DMT(School)	☐	Friend/Relative	☐
Social Worker	☐	School Staff	☐
School Counselor	☐	HEAT Program	☐

McKinney-Vento Certification Date: _____

This questionnaire is intended to address the requirements of **Every Student Succeeds Act: Title IX/Part A**. The answers to questions below will assist us in determining if your student may qualify for additional educational support services. **PLEASE PRINT VERY CLEARLY, COMPLETE ONE FORM PER FAMILY, and return the questionnaire to your school's main office.**

1. How many other children/youths are in your household (even if not enrolled in school)? _____
2. Names of Students Enrolled in School (PK–grade 12) or not enrolled in school, including those ages 1-4 (If needed, use additional paper.)

a. **Name of Student to be Enrolled:**

First Name	MI	Last Name	Birth Date	Grade	School
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b. **Other Children/Youth in Your Household (even if not enrolled in school):**

First Name	MI	Last Name	Birth Date	Grade	School
First Name	MI	Last Name	Birth Date	Grade	School
First Name	MI	Last Name	Birth Date	Grade	School
First Name	MI	Last Name	Birth Date	Grade	School

3. **Parent's, Guardian's, or Unaccompanied Youth's Name (Print):** _____

a. **Street Address** (Location of where you are living): _____

b. **Length of time at this Address:** _____

c. **Former Address:** _____

d. **Mailing Address:** _____

e. **Telephone:** _____ **Cell Phone:** _____ **Work Phone:** _____

The undersigned certifies that the information provided is accurate:

Parent's, Guardian's, or Unaccompanied Youth's Signature (Or Designee): _____ **Date:** _____

4. **Complete Nighttime Residence section by placing an "X" in "Yes" or "No" boxes:**

NIGHTTIME RESIDENCE	YES	NO	Code
1. My family lives in an emergency or transitional shelter (e.g., FEMA Trailer). [A]	☐	☐	[A]
2. My family shares the housing of other persons due to loss of housing, economic hardship, or a similar reason; doubled-up. [B]	☐	☐	[B]
3. My family lives in a car, park, temporary trailer park or campground due to lack of alternative adequate accommodations, public space, abandoned building, substandard housing, bus or train station, public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings or similar settings.[D]	☐	☐	[D]
4. My family lives in a hotel or motel due to lack of alternative adequate accommodations. [E]	☐	☐	[E]
5. A child/youth in my home is under the age of 16 and unaccompanied (not in the physical custody of a parent or guardian) or I am an unaccompanied youth under the age of 16 years.	☐	☐	Yes = Code U No = Code N
6. A child/youth in my home is 16 years of age or older and an unaccompanied youth (youth not in the physical custody of a parent or guardian) or I am an unaccompanied youth 16 years of age or older.	☐	☐	Yes = Code U No = Code N

5. **If you marked "Yes" to any questions above, please indicate the cause by placing an "X" in the appropriate box below.**

☐ Earthquake [E]	☐ Man-Made Disaster [D]	☐ Tornado [T]	☐ Other homelessness causes [N]
☐ Flooding [F]	☐ Mortgage Foreclosure [M]	☐ Tropical Storm [S]	☐ Unknown [U]
☐ Hurricane [H]	☐ Pandemic [P]	☐ Wildfire or Fire [W]	

If you answered "Yes" to any of the questions above, an educational representative may contact you to find out whether your child is or you, as an unaccompanied youth, are eligible for additional educational services. Directions for School Staff: For students with positive responses to any of the questions, make a copy of form for your records, and send the original in the Pony to: **The HEAT Program at Clearview Adult Ed, Rt B2.**

If you marked any of the items in the section below the dotted line, your child has the following rights, as defined in the federal McKinney-Vento Act that protects the educational rights of students in transitional housing situations:

- ✓ Student can continue to attend the school that he/she attended before the situation occurred even if they are now living out-of-zone for the duration of the school year.
- ✓ Parent can request assistance with PCS bus transportation.
- ✓ Student is entitled to receive free meals for the entire school year.
- ✓ Student can participate in school programs equal to students that have stable housing.
- ✓ Student must be immediately enrolled in school, even if lacking a permanent address or required documents such as proof of residency, immunization records etc. Additional time is provided to gather any missing documentation.
- ✓ If enrollment dispute is made, the student can continue to attend school while the dispute is being heard and resolved.

PCS Policy 5111.01 mandates that families/youth who are in transition or are experiencing homelessness will not be stigmatized.

Family/youth housing information shall be kept confidential to the maximum extent possible in order to provide for the student's educational needs. PCS staff may share this information with personnel such as the Homeless Liaison, the data management tech, the student's teachers, school counselor, social worker or other staff directly designated as working with the families/youth in transitional housing situations in the district. *The school staff should reassure the family/youth that all housing status information will be kept confidential. PCS staff will not contact a landlord to verify a student's housing status.*

****McKinney-Vento Act (MVA) eligibility is good for one school year.**

School-based MVA Contacts can provide enrollment and educational supports, referrals to community and housing organizations, and advocacy as related to the McKinney-Vento Act. For further information about the rights and provisions of the McKinney-Vento Act, please contact the HEAT Office at 727-507-4766.

Additional Resources

HEAT Website: <https://www.pcsb.org/Page/1577>

2-1-1 Tampa Bay Cares: <http://www.211tampabay.org/>

National Association for the Education of Homeless Children and Youth (NAEHCY):
<http://www.naehcy.org/>

National Center for Homeless Education: <https://nche.ed.gov/>