



ANTIETAM SCHOOL DISTRICT

Book	Policy Manual
Section	200 Pupils
Title	Homeless Students
Code	251
Status	Active
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Authority

The Board recognizes the need to promptly identify homeless children and youths within the district, facilitate their immediate enrollment, and eliminate existing barriers to their attendance and education, in compliance with federal and state laws and regulations.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board shall ensure that homeless children and youths have equal access to the same educational programs and services provided to other district students.[\[1\]](#)[\[2\]](#)[\[3\]](#)

The Board authorizes the Superintendent to waive district policies, procedures and administrative regulations that create barriers to the identification, enrollment, attendance, transportation, school stability and success in school of homeless children and youths.[\[3\]](#)

It is the policy of the Board that no student shall be discriminated against, segregated or stigmatized based on his/her homeless status.[\[4\]](#)[\[5\]](#)

Definitions

Enroll or **Enrollment** means attending classes and participating fully in school activities.[\[6\]](#)

Homeless children and youths means means individuals lacking a fixed, regular and nighttime residence, which includes:[\[6\]](#)

1. Children and youths who are:
 - a. Sharing the housing of other persons due to loss of housing or economic hardship, or a similar reason;
 - b. Living in motels, hotels, trailer parks or camping grounds due to lack of alternative adequate accommodations;
 - c. Living in emergency, transitional or domestic violence shelters, or

d. Abandoned in hospitals.

2. Children and youths who have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings;
3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations or similar settings;
4. Migratory children who qualify as homeless because they are living in circumstances described above; and
5. School-aged parents living in houses for school-aged parents if they have no other available living accommodations.

School of origin is defined as the school the child or youth attended when permanently housed or the school in which the child or youth was last enrolled, including preschool. When the child or youth completes the final grade level served by the school of origin, the school of origin shall include the designated receiving school at the next grade level for all feeder schools.[5]

Unaccompanied youth means a homeless child or youth not in the physical custody of a parent or guardian. This includes youth who have run away from home, been abandoned or forced out of home by a parent, guardian or other caretaker, or separated from a parent or guardian for any other reason.[6]

Delegation of Responsibility

The Board designates the Superintendent's administrative assistant or designee to serve as the district's liaison for homeless children and youths.[5]

The district's liaison shall ensure outreach and coordination with:[5]

1. Local service agencies and other entities that provide services to homeless children and youth and families.
2. Other school districts on issues of prompt identification, transfer of records, transportation, and other inter-district activities.
3. District staff responsible for the provision of services under Section 504 of the Rehabilitation Act and the Individuals with Disabilities Education Act.[7][8]
4. State and local housing agencies responsible for comprehensive housing affordability strategies.

The district's liaison shall ensure that public notice of the educational rights of homeless children and youths is disseminated in locations frequented by parents/guardians of homeless children and youths, and unaccompanied youths. Such notice shall be provided in a manner and form understandable to the parents/guardians of homeless children and youths, and unaccompanied youths.[5]

The district's liaison shall provide reliable, valid and comprehensive data to the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program in accordance with federal and state laws and regulations.[5]

Guidelines

Enrollment/Placement

In accordance with the child's or youth's best interest, except when doing so is contrary to the request of the parent/guardian or unaccompanied youth, a homeless student shall continue to be enrolled in his/her school of origin while s/he remains homeless and through the end of the academic year in which

s/he obtains permanent housing. Parents/Guardians of a homeless student may request enrollment in the school in the attendance area where the student is actually living or other schools. If a student is unaccompanied by a parent/guardian, the district liaison shall assist in placement or enrollment decisions, giving priority to the views of the student in determining where s/he will be enrolled.[5]

The district shall provide the parent/guardian or unaccompanied youth with a written explanation of any district decision related to school selection or placement, including the right to appeal.[5]

The selected school shall immediately enroll the student and begin instruction, even if the student is unable to produce records normally required for enrollment pursuant to district policies. However, the district may require a parent/guardian to submit contact information. The district liaison shall immediately contact the school last attended by the child or youth to obtain relevant academic or other records.[3][5][9][10][11][12][13][14][15]

If the district is unable to determine the student's grade level due to missing or incomplete records, the district shall administer tests or utilize appropriate means to determine the student's placement within the school.[5][16]

If a dispute arises over school selection, eligibility, or enrollment, the student shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parents/guardians shall be provided with a written explanation of the district's decision, their right to appeal and the procedures to use for the appeal.[5]

A parent/guardian or unaccompanied youth may appeal a district's written decision or file a complaint with the Coordinator of Pennsylvania Education for Children and Youth Experiencing Homelessness Program.

Services

Homeless students shall be provided services comparable to those offered to other district students including, but not limited to, transportation services; school nutrition programs; vocational programs and technical education; preschool programs; programs for students with limited English proficiency; and educational services for which students meet eligibility criteria, such as programs for disadvantaged students, students with disabilities, and gifted and talented students.[1][5][8][17][18][19][20][21][22][23]

Transportation

The district shall provide transportation for homeless students to their school of origin or the school they choose to attend within the school district.[1][5][18]

If the school of origin is outside district boundaries or homeless students live in another district but will attend their school of origin in this district, the school districts shall agree upon a method to apportion the responsibility and costs of the transportation.[5]

Training

The district liaison shall participate in professional development programs and other technical assistance activities offered by the Coordinator of Pennsylvania's Education for Children and Youth Experiencing Homelessness Program.[5]

The district liaison shall arrange for professional development programs for school staff, including office staff.[5]

School personnel providing services to homeless children and youths, including school enrollment staff, shall receive professional development and support to understand the rights of such children, including

requirements for immediate enrollment and transportation and heighten the awareness of, and capacity to respond to, the educational needs of such children.[5]

Legal

1. 24 P.S. 1306
2. 22 PA Code 11.18
3. 42 U.S.C. 11431 et seq
4. 42 U.S.C. 11431
5. 42 U.S.C. 11432
6. 42 U.S.C. 11434a
7. Pol. 103.1
8. Pol. 113
9. Pol. 113.4
10. Pol. 200
11. Pol. 201
12. Pol. 203
13. Pol. 204
14. Pol. 209
15. Pol. 216
16. Pol. 206
17. Pol. 146
18. Pol. 810
19. Pol. 808
20. Pol. 115
21. Pol. 918
22. Pol. 138
23. Pol. 114
- 22 PA Code 403.1
- 20 U.S.C. 1232g
- 20 U.S.C. 6301 et seq
- 34 CFR Part 99
- 67 Fed. Reg. 10698
- PA Education for Homeless Children and Youth State Plan