

**Homeless Education and Literacy Project (HELP)
Procedures for Students Identified as Homeless
Quick -at-a- Glance**

The Purpose of HELP-

To assists students identified as homeless by eliminating barriers to:

- school enrollment
- school attendance; continuity of school assignment
- overall academic success

Rights of Students Identified as Homeless- McKinney-Vento Homeless Act

- Immediate school enrollment and attendance without enrollment documents
- Remain at their school of origin or enroll in their neighborhood school for the duration of the academic school year
- Transportation to and from school
- Receive free breakfast and lunch for the remainder of the school year
- Receive help for prompt resolutions about school placement

Identification of Students Considered Homeless- McKinney-Vento Homeless Act

- Lack a fixed, regular, adequate night time residence
- Live temporarily in a hotel or motel due to economic hardship
- Sharing the housing (doubled up) with other persons due to economic hardship or loss of housing
- Live in a homeless, runaway, or domestic violence shelter; Awaiting foster care placement
- Live in a campground, car, abandoned building due to the lack of alternative adequate accommodations or space not ordinarily used to house human beings

Unaccompanied Homeless Youth versus Unaccompanied Youth

Unaccompanied **Homeless** Youth

- Identified as **homeless** based on the McKinney-Vento Act and has same rights as other students identified as homeless
- **Homeless** youth not residing in the physical custody of parent(s) or guardian but still in their legal custody if under 18yrs

Unaccompanied Youth

- **Not homeless** based on criteria by the McKinney-Vento Act
- Youth not residing in physical custody of parent(s) or guardian but still in their legal custody if under 18yrs

School Placement- McKinney-Vento Act

- Students identified as homeless have a right to attend the **school of origin** (last school attended prior to becoming homeless) or the **neighborhood school** based on current address
- Students identified as homeless must provide an address of last nighttime residence or where they slept the night before
- Students identified as homeless may not have proof of residence

Enrollment of Students Identified as Homeless

- Parent completes Student Residency Form (SRF) Side B at school
- Students identified as homeless may not have proof of residence or enrollment documents at time of enrollment
- Registrar/Data Processor codes student as homeless in the Student Information System
- Lunchroom manager is notified that student is eligible for immediate free lunch
- Registrar/Data Processor provides copy of SRF to School Social Worker

Schools cannot deny or delay enrollment of students identified as homeless at their school of origin or neighborhood school**

REQUEST FOR HOMELESS SERVICES

Homeless Student Alert Form-Family

- Transportation, tutoring, uniforms, school supplies, community resources and other services
- Call the **HELP** office at (813) 315-4357 or Fax to the **HELP** office at (813)384-3979

Homeless Student Alert Form-Unaccompanied Homeless Youth

- Transportation, tutoring, school supplies, graduation and post- secondary planning, community resources and other services
- Call the **HELP** office at (813) 315-4357 or Fax to the **HELP** office at (813)384-3979

District Homeless Liaison

Duties and Responsibilities for Students Identified as Homeless

- Identification of students by school personnel
- Enrollment and equal opportunity to succeed in school
- Mediation on enrollment or transportation issues based the McKinney-Vento Act
- Dissemination of public notices of educational rights
- Protection of students educational rights based on McKinney-Vento Act
- Assisting parents, students and schools on the Dispute Resolutions process regarding school placement, transportation and other educational services
- Consultation with Department of Education-Homeless Office, district staff, school administrators, school staff, parents, students and community agencies

HELP Team Staff- Telephone# (813) 315-4357

Homeless Liaison

- Myrna Hogue, Supervisor of Social Work Services
(813) 273-7090

Social Workers

- Laura Tucker- Areas 1-4
- Grace Cogger- Areas 5-8

School Counselors

- Randi Baime- Areas 1-4
- Jamila Tlppit Areas 5-8

Data Processor

- Deena Kinsey