

<div style="text-align: center;"> TUCSON UNIFIED <small>SCHOOL DISTRICT</small> </div> <div style="text-align: center; margin-top: 20px;"> GOVERNING BOARD REGULATION </div>	REGULATION TITLE: Admission of Homeless Students
	REGULATION CODE: JFABD-R

Admission

The school selected by the homeless student shall immediately admit the homeless student, even if the student is unable to produce records normally required for enrollment, such as previous academic records, medical records, immunizations, proof of residency, birth certificate, or other documentation.

The enrolling school must immediately notify the parent/agency that the student has the right to remain in the last school attended and that transportation will be provided.

The enrolling school shall immediately contact the school last attended by the student to obtain relevant academic, medical, and other records.

If the student needs to obtain immunizations, or immunization or medical records, the enrolling school shall immediately refer the parent or guardian of the student to the school nurse who shall assist in obtaining necessary immunizations, or immunization or medical records.

Liaison for Homeless Students

The Director of Family and Community Engagement is the District's designated Liaison for Homeless Students.

The Liaison for Homeless Students shall ensure that:

- homeless students are identified by school personnel and through coordination activities with other entities and agencies;
- homeless students enroll in, and have full and equal opportunity to succeed in, the District's schools;
- homeless families and students receive educational services for which such families and students are eligible, including:
 - Head Start and Even Start programs and preschool programs administered by the School, and

- referrals to health care and immunization services, dental services, mental health services, and other appropriate services;
- the parents or guardians of homeless students are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
- public notice of the educational rights of homeless students is disseminated where such students receive services under the Homeless Assistance Act, such as:
 - schools;
 - family shelters; and
 - soup kitchens;
- disputes over school selection or enrollment in a school are mediated in a manner that:
 - immediately admits the student to the school in which enrollment is sought, pending resolution of the dispute,
 - provides the parent or guardian of the student with a written explanation of the school's decision regarding the school selection or enrollment, and informs the parent, guardian, or student of the rights to appeal the decision,
 - expeditiously carries out the dispute resolution process after receiving notice of the dispute, and
 - in the case of an unaccompanied youth, ensures that the student is immediately enrolled in school pending resolution of the dispute;
- the parent or guardian of a homeless student, and any unaccompanied youth, is fully informed of all transportation services, including arrangements for transportation to the school of origin;
- the parent or guardian of a homeless student, and any unaccompanied youth, is assisted in accessing transportation to the selected school.

As a part of the duties, the District Liaison for Homeless Students will coordinate and collaborate with state coordinators and community and school personnel responsible for the provision of education and related services to homeless students.

**Admission
Disputes**

If a dispute arises over school selection or enrollment in a school:

- A. the student shall be immediately admitted to the school in which enrollment is sought, pending resolution of the dispute;
- B. the parent or guardian of the student shall be provided with a written explanation of the school's decision regarding school selection or enrollment, including the rights of the parent, guardian, or student to appeal the decision;
- C. the student, parent, or guardian shall be referred to the Liaison for Homeless Students, who shall carry out the dispute resolution process as expeditiously as possible after receiving notice of the dispute in accord with the procedure found in the Arizona State Plan; and
- D. in the case of an unaccompanied youth, the Liaison for Homeless Students shall ensure that the student is immediately enrolled in school pending resolution of the dispute.

**Enrollment
Decision**

- A. The registrar/office staff will immediately contact the Liaison for Homeless Students, to determine if the student is McKinney Vento.
- B. Only the Liaison for Homeless Students will direct the school when a student is to be registered as McKinney Vento.

The decision regarding enrollment shall be made regardless of whether the student lives with the homeless parents or has been temporarily placed elsewhere (see JFABDA, JFABDA-R Admission of Students in Foster Care).

Reviewed: March 8, 2005
Revised: March 31, 2020
Revised: May 31, 2023

Cross Ref:

JFABD Admission of Homeless Students