



1709 Benjamin Franklin Parkway · Philadelphia, PA 19103 · www.petchs.org · Phone: 267-514-1823 · Fax: 267-514-1834

CHILDREN AND YOUTH EXPERIENCING HOMELESSNESS POLICY: MCKINNEY VENTO HOMELESS ACT

Philadelphia E&T recognizes the multiplicity of challenges most families facing homelessness, displacement, and “doubled-up” status encounter, and understands our responsibility to resolve some of the issues they face. Philadelphia E&T also realizes the availability of resources in any emergency may make the difference between success and failure in school. The included information is designed to advise personnel in accessing the services provided by Philadelphia E&T for all students experiencing homelessness.

The McKinney-Vento Homeless Act, now part of the Improving America’s Schools Act (Public Law 103-382) and the Every Student Succeeds Act of 2015, guarantees a free and appropriate public education for homeless/displaced children and youth. BEC 42 U.S.C. & 11431 outlines procedures for deciding school placement, enrolling students, and determining fiscal responsibility. Federal and state laws make our accountability clear. With an estimated 10,000 students experiencing homelessness currently attending Philadelphia public schools, we must provide appropriate academic support and services.

Please familiarize yourself and your staff, including counselors, nurses, teachers, secretaries, and others with the procedures in the attached memorandums.

ADMISSION/TRANSFER POLICY FOR STUDENTS EXPERIENCING HOMELESSNESS

TRANSPORTATION PROCEDURES FOR STUDENTS EXPERIENCING HOMELESSNESS

UNIFORM ASSISTANCE FOR STUDENTS EXPERIENCING HOMELESSNESS

FREE & REDUCED MEALS FOR STUDENTS EXPERIENCING HOMELESSNESS

HOMELESS IDENTIFICATION FLOW CHART



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ADMISSION/TRANSFER POLICY FOR STUDENTS EXPERIENCING HOMELESSNESS

The McKinney–Vento Homeless Act, now a part of the Improving America’s Schools Act, (Public Law 103- 382), and the Every Student Succeeds Act of 2015, guarantees a free and appropriate public education for all children and youth experiencing homelessness. BEC 42 U.S.C. &11431 outlines procedures for deciding school placement, enrolling students, and determining fiscal responsibility. Federal and state laws make our responsibility clear. With over 10,000 estimated homeless children currently attending Philadelphia schools, we must provide appropriate academic support and services. Please familiarize yourself and your staff, including counselors, teachers, secretaries, nurses, NTAs and others with the following school admission and transfer procedures.

- A child whose family experiences homelessness may remain in the school they were attending prior to becoming homeless for the duration of the school year.
- If it is feasible, a student may transfer to a school if it is closer to where they are temporarily living.
- The receiving school may not prevent or delay the enrollment of a child experiencing homelessness by requiring proof of residency or lack of documentation such as immunization records. The school may seek written confirmation of shelter residency from the shelter director, but may not refuse a child admission pending such confirmation.
- Children experiencing homelessness who are living more than one mile from the school should be given free SEPTA student transpasses (see Transportation Procedure for Students Experiencing Homelessness).
- The school can contact the Department of Health (215) 686-5000 to obtain oral confirmation of immunizations. This confirmation can be accepted as verification for enrolling a student *(BEC 42 USC & 11431). Written confirmation should be requested and received within 30 days.

Contact Lauren Cramphorn, Philadelphia E&T’s Homeless liaison or Philadelphia’s Regional Coordinator, with any questions or concerns you may have.

Lauren Cramphorn CramphornL@petchs.org
ECYEH@philasd.org.



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TRANSPORTATION POLICY FOR STUDENTS EXPERIENCING HOMELESSNESS

Philadelphia E&T is committed to ensuring educational continuity for all children who do not have fixed permanent homes. Philadelphia E&T provides all students with a SEPTA student transpass, which includes students who live in emergency/transitional housing, hotels/motels, cars, and other non-permanent housing situations. Students are eligible for the student pass if continuing to attend the school and the school is more than one mile from their current residence. This includes youth who may be classified under migrant or refugee status.

PROCEDURE FOR PHILADELPHIA E&T STUDENTS EXPERIENCING HOMELESSNESS OUTSIDE OF PHILADELPHIA

Students experiencing homelessness temporarily residing outside of Philadelphia School District boundaries are eligible for transportation but required to have approval from the CEO in order to receive a transpass. The homeless liaison will make the request to the CEO.

Contact Lauren Cramphorn, Homeless Liaison, at CramphornL@petchs.org with any transportation questions or requests regarding students experiencing homelessness.



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UNIFORM ASSISTANCE REQUEST PROCEDURES

The following is the procedure for requesting uniforms for Philadelphia E&T students who are experiencing homelessness.

1. The counselor will fill out the Uniform Request Form for each student, which is a Google form, sent out by the ECTYEH department. Please limit the requesters from Schools to the Counselor or a Principal appointed designee. Contact the ECTYEH department if you need this google form sent to you.
2. What can be ordered:
 - Each student can receive 3 uniforms to start which consist of 3 shirts and 3 bottoms. Shirts can be short sleeve light blue polos and or a gray sweater with the Philadelphia E&T logo. Bottoms are black pants only.
 - There is a drop down on the form to put in the sizes for each item.
3. The ECTYEH department will process the requests on a daily basis (M-F). The goal is for all requests sent in by 1pm to be processed same day. Shipping time is estimated to be 3-5 days and 5-7 days if the item is sold out.
4. If a School is placing the order:
 - The uniform orders will be shipped directly to the school.
 - The school will email the ECTYEH department (ecyeh@philasd.org) that the student received the uniform.
5. If a Shelter/TH is placing the order:
 - The uniforms will be shipped to The School District Central Office at 440 North Broad Street.
 - ECTYEH staff will notify the Shelter/TH that order has arrived and the shelter will arrange a pick up.
 - The Shelter/TH will email the ECTYEH department (ecyeh@philasd.org) that the student received the uniform.
6. Returns
 - If the item ordered does not fit the student, they can make an appointment with the
 - ECTYEH department to come to the Central Office to exchange it for a different size. If the size is not in stock, it will be ordered.
 - If the item arrives defective, please contact the ECTYEH department at ecyeh@philasd.org and we will give you instructions for return.



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PHILADELPHIA

E&T

CHARTER HIGH SCHOOL

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McKinney Vento Eligibility FlowChart

Student Identified by staff referral, self referral or intake residency questionnaire



McKinney Vento (MKV) liaison is made aware and assesses and determines eligibility utilizing the NAEHCY flowchart



Student is deemed eligible for MKV



MKV liaison reaches out to student and family to provide appropriate resources



Student is deemed ineligible

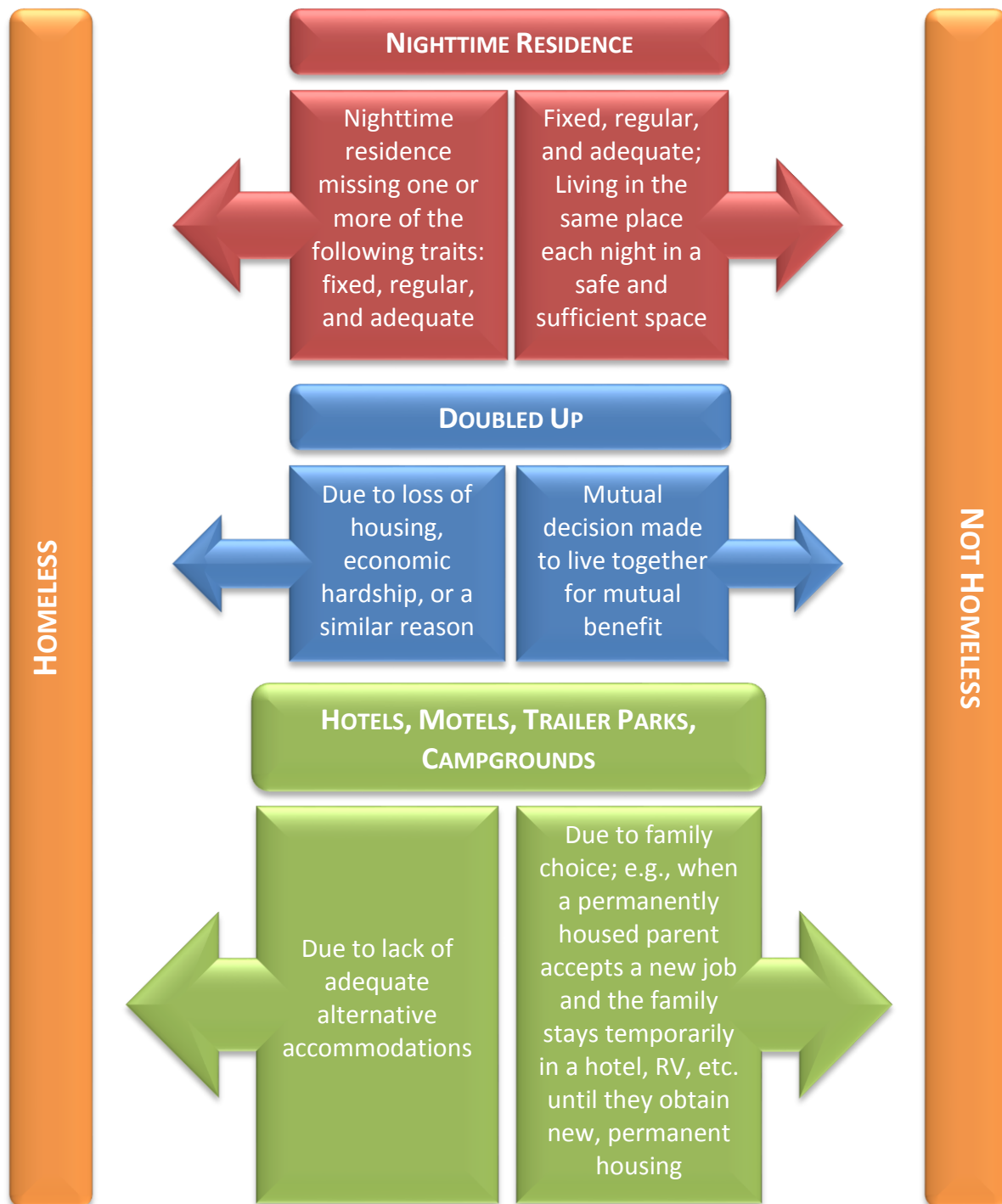


MKV liaison meets with student for general counseling session

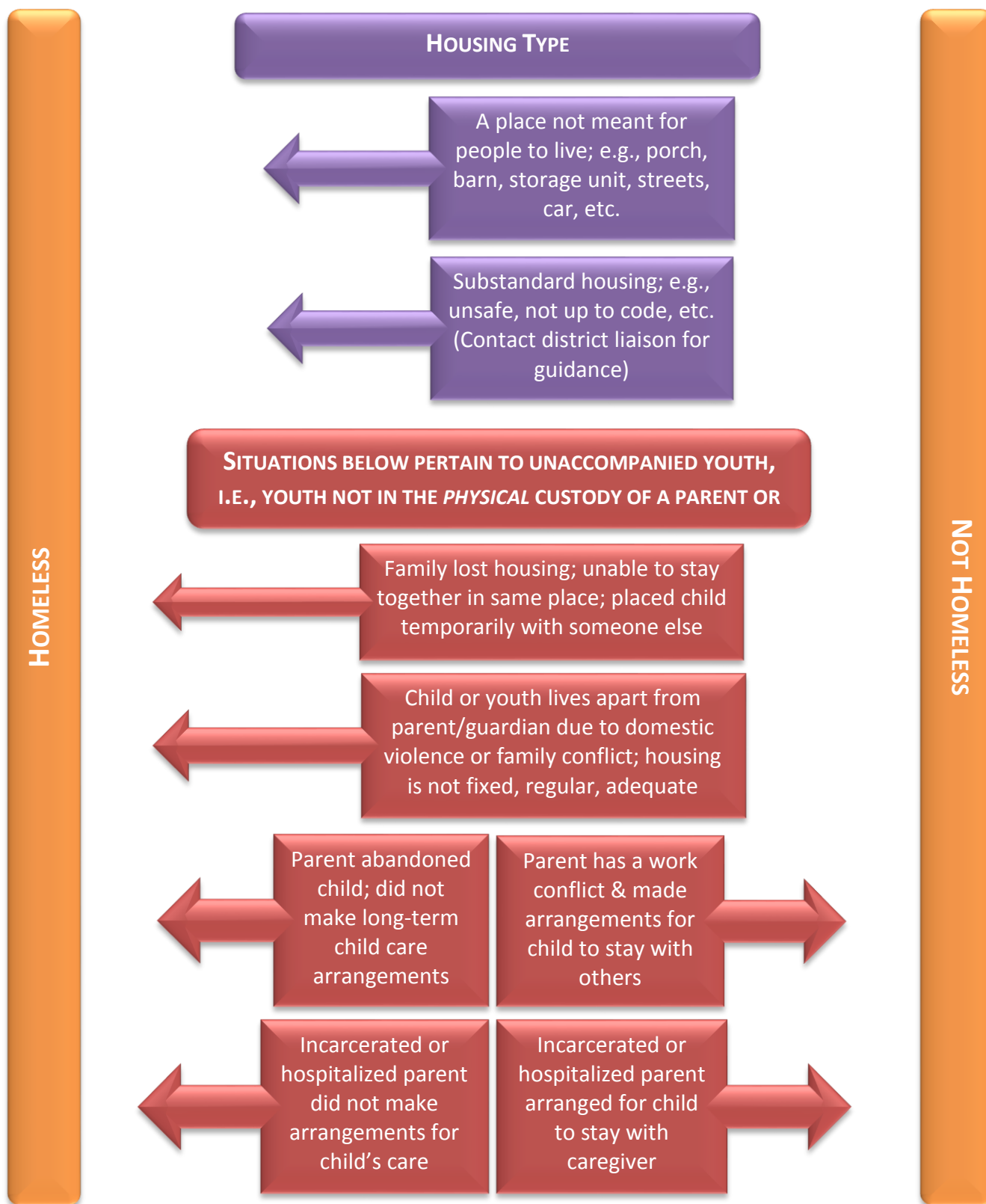
Who Is Homeless?

A Flowchart for Making Determinations for Education Services

This flowchart is meant to aid you in making decisions about a student's eligibility as homeless under the education subtitle of the McKinney-Vento Act (42 U.S.C. 11431 *et seq.*), but it may not capture every housing situation. For the complete definition of *homeless*, visit <https://nche.ed.gov/legis/mv-def.php>. For more information on making determinations, see the related issue brief from the National Center for Homeless Education: https://nche.ed.gov/downloads/briefs/det_elig.pdf.



*Note: Children and families who qualify for education services based on this definition may or may not qualify for housing and related assistance. Contact your local housing programs for more information.



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