



PROJECT EXTRA STEP HOMELESS STUDENT REFERRAL

School Year 20__ - 20__

PART 1: SCREENING [TO BE COMPLETED BY PARENT or GUARDIAN]

Project Extra Step is Arlington Public School's McKinney-Vento Program, a federally-funded grant program under the McKinney-Vento Homeless Education Assistance Act to ensure that children and youth experiencing homelessness have full and equal access to an appropriate public education and experience. The purpose of this form is to identify and support students experiencing homelessness in APS. Please be assured that the information on this form is **confidential**. For further information about Project Extra Step, please see the APS website <https://www.apsva.us/student-services/homeless/> or call (703) 228-6046.

Please answer the following screening questions to determine if you might qualify for homeless support:

1. Is your current address a temporary living arrangement and, if so, is the living arrangement due to loss of housing or economic hardship? Yes No
2. Is the student living with someone other than his or her parent or legal guardian? Yes No

If you answered **NO** to **both** of the above questions, stop here. You **do not need to return this form**.

If you answered **YES** to **any** of the above questions, you may qualify for homeless services. Please **complete PART 2, and return this form to your school office**.

PART 2: STUDENT INFORMATION

Parent or Guardian Name(s) _____

Address _____
STREET APT # CITY STATE ZIP

Home Phone _____ Work _____ Cell _____

Email _____ Preferred Language (if other than English) _____

Name(please list all children in household)	D.O.B.	Grade	School	Student ID #

Where are you currently living?

- Doubled-up due to economic hardship, loss of housing or similar reason and/or moving from home to home.
- Motel or Hotel due to lack of adequate alternative – Name of motel or hotel _____
- Homeless shelter or domestic violence program – Name of provider _____
- Transitional housing – Name of provider _____
- In a location not designated for sleeping accommodations, such as car, park, or campsite _____

I understand that enrollment of my child(ren) in Arlington Public Schools (APS) is based on my statement, and if this statement is false, I understand that I am liable for payment of full tuition for my child(ren). Under §22.1-264.1 of the Code of Virginia, any person who knowingly makes a false statement concerning the residency of a child for the purpose of avoiding tuition, shall be guilty of a Class 4 misdemeanor. I also agree to notify the principal or designee of any change of residence of myself or my child(ren) within three (3) days of such change.

I have received *Rights of Homeless Students*

Parent/Guardian Signature (required)

Date

SCHOOL REGISTRAR: Give completed forms to the school social worker or scan/email to rhaea.goff@apsva.us (Fax: 703-228-2433).

Arlington Public Schools – Office of Student Services
Homeless Education Program
Project Extra-Step

RIGHTS OF HOMELESS STUDENTS

Arlington Public Schools (APS) shall provide an educational environment that treats all students with dignity and respect. Every APS homeless student shall have equal access to the same free and appropriate educational opportunities as students who are not homeless. This commitment to the educational rights of homeless children, youth, and youth not living with a parent or guardian, applies to all services, programs, and activities provided or made available by APS.

A student is considered “**homeless**” if he or she is presently living:

- Temporarily sharing the housing of other persons due to loss of housing or economic hardship
- Temporarily living in motels or hotels due to the lack alternative adequate accommodations
- Living in emergency shelter or family shelters
- Living in transitional housing
- Unsheltered living in cars, campgrounds or trailer parks
- Unaccompanied homeless youth

Homeless Students Have Rights To:

- **Immediate school enrollment.** *A school must immediately enroll students even if they lack health, immunization or school records, proof of guardianship, or proof of residency.*
- **Enroll in:**
 - *the school he/she attended when permanently housed (school of origin)
 - *the school in which he/she was last enrolled (school of origin)
 - *any school that non-homeless students living in the same attendance area in which the homeless child or youth is actually living are eligible to attend.
- **Remain** enrolled in his/her selected school for as long as he/she remains homeless or, if the student becomes permanently housed, until the end of the academic year.
- **Priority** in certain preschool programs. Parents or guardians are encouraged to seek enrollment in these programs.
- **Obtain** information regarding how to get fee waivers, free uniforms, and low-cost or free medical referrals.
- **Transportation services** A homeless student attending his/her school of origin has a right to transportation to go to and from school of origin as long as he/she is homeless or, if the student becomes permanently housed, until the end of the academic year. APS staff shall inform homeless parents/guardians or youth of transportation services to and from school and school-related activities.

If you disagree with school officials about enrollment, transportation or fair treatment of a homeless child or youth, you may file a complaint. Information regarding the dispute resolution process can be obtained by contacting the Department of Student Services at 703-228-6046.