

Oak Ridge Schools

Office of the Superintendent



Administrative Procedure 6.503

Students Experiencing Homelessness

November 15, 2024

The Executive Director of Student Services will be designated as the school district's homeless coordinator and will be responsible for ensuring that each student who is identified as homeless will be provided with the appropriate and available services.

If a student seeks to enroll in the school district as a homeless student, the homeless coordinator shall be informed as soon as possible by the principal.

When making the determination of whether the student is homeless, the following steps shall be taken by the homeless coordinator:

1. Determine whether the student is a homeless child or youth as defined by the McKinney-Vento Homeless Assistance Act, in consultation with appropriate administrators. In making this determination, the homeless coordinator will gather relevant information, including but not limited to, information about the student's current and past living situations, the parent/guardian's current and past living situations, the reasons for the student's current living situation, the availability of other living arrangements for the student, and any enrollment documents in the student's or parent/guardian's possession;
2. If the student is determined to be homeless, the parent/guardian (or student if an unaccompanied youth) will be informed of the enrollment options available to the student and additional services available, including transportation. The student shall be enrolled immediately; and
3. If it is determined that the student is not homeless, the parent/guardian (or student if an unaccompanied youth) will be provided with a written explanation of the school's decision, including a statement regarding the right to appeal the decision.