Flowchart for Foster Care Student Enrollment

Your district is notified a child 1) has been taken into OCS/Title IV-E foster care, or 2) was already in foster care, but there has been a change in their FC placement (e.g., they are now in the care of a new FC parent).

↓

Get formal documentation of foster care (FC) status from OCS/Title IV-E agency (e.g., letter from OCS/IV-E, email from caseworker, weekly OOH Report from OCS, foster parent delivers letter from OCS/IV-E).

↓

Update student's foster care status in district's electronic student information system (e.g., PowerSchool).

↓

Identify which school is the FC student's School of Origin (SOO).
The SOO is the school they attended immediately prior to the most recent foster care placement.

↓

Is the FC student's SOO in the same community as the student's FC placement / residence or less than 50 miles from it by road?

YES ←

NO →

YES branch

Assume it is in the FC student's best interest to remain in their SOO.

↓

Keep FC student enrolled in their SOO.

↓

Provide the FC student the transportation necessary for them to remain in their SOO (e.g., tweak bus route, use bus with customizable route, arrange taxi ride, provide bus fare, sign In Lieu of Transportation Agreement), even if transportation to this school is not usually provided by the district.

↓

Support FC student to remain in this SOO for the remainder of their time in foster care.

Middle branch

If stakeholder (e.g., FC parent, FC student, school, caseworker) believes FC student should leave SOO to attend different school--

↓

OCS/IV-E/district conduct formal Best Interest Determination (BID) (in-person meeting, virtual meeting, through email chain).

↓

OCS/IV-E/district solicit input from variety of stakeholders (e.g., District FC POC, FC parent, caseworker, FC student, school counselor, main teacher, parent, Guardian ad Litem).

↓

Document BID in writing.
What did the BID conclude the FC student should do?

← Remain in SOO | Switch schools →

NO branch

Assume it is in the FC student's best interest to switch schools.

↓

Immediately enroll FC student in new school, regardless of whether student can produce records normally required, such as transcripts, birth certificates, or health records.

↓

Immediately contact the last school the FC student attended to request records be transferred.

↓

This school will now be considered the FC student's SOO if yet another change in FC placement/residence occurs in the future.