

***Preschool for All* Plan for Serving McKinney-Vento Eligible Children and Families**

<http://www2.ed.gov/programs/homeless/guidance.pdf>

The _____ has devised the following plan to effectively

(School District)

and efficiently serve McKinney-Vento eligible children and families in the state-funded

***Preschool for All* program. The name and contact information for the McKinney-Vento liaison for the school district is**

(name, phone number, email address of McKinney-Vento liaison)

This plan describes the responsibilities of the school district and the school district staff who work directly with preschool aged children experiencing homelessness and their families.

1. School District McKinney-Vento Liaison:

The liaison will

- **review** the definition of homelessness and the rights of preschool aged children experiencing homelessness, including the rights of parents or guardians to dispute enrollment decisions made by the school district
- **train and provide** information to enrollment staff and preschool staff regarding how to identify and serve preschool-aged children experiencing homelessness
- **work** with parents and carry-out disputes over enrollment when necessary
- **attach** a copy of the district's McKinney-Vento Dispute Resolution policy here. The policy should include information about when and where it will be provided to families experiencing homelessness.

2. Preschool Staff:

Preschool for All directors, teachers, and staff will receive training on the definition of homelessness and the rights of children experiencing homelessness attending public preschool programs and the challenges preschool-aged children experiencing homelessness face through the following programs and/or trainings:

- **list** programs and dates for trainings for the coming school year
- **explain** the process to provide a supportive preschool environment for children experiencing homelessness
 - how will social/emotional skills be addressed
 - how will the staff help children develop effective coping responses and resilience
 - how will differentiated instruction be addressed.

3. Identification of Preschool Students Experiencing Homelessness

The school district will:

- **distribute** information regarding *Preschool for All* in readily available areas of the community where families experiencing homelessness have access to the information (e.g., shelters, libraries, laundromats, food banks, etc.)

list the locations where this information will be distributed and/or posted (registration office, summer mailings, elementary school offices, other)
 - list the names/titles of the staff members responsible for posting this information in the community
- **create** registration materials and forms that accommodate families experiencing homelessness (See Homeless Education Common Form (83-04L) and other related forms at <http://www.isbe.net/homeless/htm/forms.htm> that may be used in or adapted for your school district.)
- **list** the expected number of children experiencing homelessness who may be eligible for preschool as a target for enrollment in Preschool for All. You may calculate this estimate based on:
 - Eligibility for free-lunch as a proxy for poverty, even though free-lunch is available to families who make up to 130% of the poverty guidelines
 - Information gathered at school registration from families/caregivers of children in the K-12 program
- **identify** preschool-aged children experiencing homelessness and prioritize them for enrollment into the *Preschool for All* program (if the program is at capacity, the child is placed at the top of the waiting list)
 - describe how registration materials will be used/shared among the McKinney-Vento liaison, the registration office, and preschool program staff.
 - use the Common Form (registration form) found on this link: http://www.isbe.net/homeless/pdf/83-04L_common_form.pdf

4. Enrollment:

The school district will:

- **immediately enroll** preschool aged children experiencing homelessness into the *Preschool for All* program, regardless of the parent's or guardian's ability to produce records (e.g., previous academic records, health records, proof of residency, or birth certificate)
 - assist in finding the child alternate placement in other preschool program if the *Preschool for All* program is at capacity
 - include a copy of the district's policy on immediate enrollment without records
 - list the key point person or people responsible for enrollment
 - place the child at the top of the waiting list if the program is at capacity.

5. Educational Services:

Provide a thorough explanation of the procedures the district will follow to:

- **assess** the needs of children experiencing homelessness entering the preschool program
- **provide** differentiated instruction to meet the needs of the child experiencing homelessness
- **provide** additional services to children experiencing homelessness to accommodate and accelerate their learning (e.g., Title 1, Special Education, including Speech Language services, programs for students with Limited English proficiency, before- and after-school programs, extended day programs)

- **provide** services to preschool children to counteract impacts of toxic stress and trauma that they may be experiencing due to homeless situations.

6. Transportation:

Provide a thorough explanation of the procedures the district will follow to:

- **arrange** transportation for children experiencing homelessness to ensure they have access to *Preschool for All* (specify whether this is similar to transportation that is provided to permanently housed students within the district, or supplemental transportation beyond that which is provided for permanently housed preschool children)
 - list the names and contact information for key staff who are responsible for arranging transportation
- **assist** parents/caregivers in removing transportation barriers so the child will have access to *Preschool for All*.

7. Community Services:

The school district will:

- **provide** families experiencing homelessness with contact information for community services available to assist them in multiple areas (e.g., health, housing, food, or clothing)
 - attach copies of flyers, directories, or other resources that the school district will distribute to families
- **collaborate** with community services on ways to assist children and families experiencing homelessness
 - list the community organizations with which the district collaborates or will collaborate to ensure that children experiencing homelessness can access and fully participate in preschool.

For further assistance when serving children and their families experiencing homelessness, please visit the following websites:

http://center.serve.org/nche/downloads/transportation_strategies.pdf

<http://center.serve.org/nche/downloads/briefs/transportation.pdf>

http://center.serve.org/nche/downloads/nche_transp_body.pdf