

## **How to Help With Enrollment of Homeless Students**

- To protect privacy, take the family to a private location for enrollment.
- Offer help in completing forms. Hesitation may indicate an inability to read.
- Assure parent(s) their child can enroll even if the family doesn't have a "regular place to live" right now.
- Enroll the child immediately (without medical records). Ask the name of the last school attended and call for records.
- Complete the Student Residency Questionnaire and fax to Sherri Brinkley (281-983-1695). Necessary paper work & coding will be completed and recorded by Ms. Brinkley.
- If school records are missing, solicit the help of a teacher or counselor in assessing academic status to avoid misplacement.
- Give the child paper and pencils and other important school supplies.
- Arrange for lunch and breakfast.
- Be sensitive, patient, calm and reassuring. **YOU CAN MAKE A DIFFERENCE.**