

School Notification

RE: School notification for: Student name: _____

Date of birth: _____

To: School District Foster Care Point of Contact: _____

Date: _____

School of origin: _____

This letter is to inform you that the above named child has had the following action occur with DHS, Child Welfare:

- | | |
|--|--|
| <input type="checkbox"/> DHS custody | <input type="checkbox"/> Termination of DHS custody |
| <input type="checkbox"/> Placement with parent(s) with DHS custody | <input type="checkbox"/> Education records request |
| <input type="checkbox"/> Foster home change | <input type="checkbox"/> Child moving out of school district |
| <input type="checkbox"/> School of origin transportation request | |

(Please attach form)

- Best Interest finding made by Juvenile Court to change school of origin

Date: _____ Judge/Referee: _____

New school of origin approved by Juvenile Court: _____

Previous school and school district: _____

IEP or 504 Plan: Yes No

Medical needs:

Behavior support needs:

Please allow _____ to enroll the child in school and make school decisions.

Parent Foster parent Surrogate parent

Other (Name/role): _____

Any special instructions:

Individuals that shall not have contact with the student:

As the caseworker for this child, I can be reached if there are any questions or concerns regarding the information provided.

	Phone	Email	Branch/address
Caseworker			
Supervisor			
Program manager			

Members of the child's team (when applicable):

	Name	Phone	Email
Foster parent			
Child's attorney			
CASA			
ILP caseworker			
DD caseworker			
SSA			
Tribe			
Other			

While the child is placed in DHS guardianship or custody, the following will need to occur:

- Students in DHS Child Welfare Foster Care have the right to remain in their school of origin per ORS 339.133.
- The Department of Human Services, Child Welfare is able to request all educational records for this child under the Family Educational Rights and Privacy Act (FERPA), 20 USC § 1232g and the Uninterrupted Scholars Act. DHS, Child Welfare is required by law, ORS 419B.443 to report to the court the following information:
 - A list of all schools the child has attended and length of time the child has spent in each school since being in the guardianship or legal custody of DHS.
 - Grade level of the child's academic performance
 - Number of high school credits the child over the age of 14 has earned
 - Whether or not the child is in a special education program, and name of surrogate parent appointed, if applicable.
- The student is eligible for free and reduced meals.
- The student is exempt from any school payments for which the student is eligible under ORS 339.147.
- For students in foster care, any school in which a student enrolls shall request the student's education records from the previous school within *five days* of the student seeking initial enrollment, and any school receiving such request shall transfer all education records to the requesting school no later than *five days* after the receipt of the request (ORS 326.565).