



## FAMILIES SEEKING SHELTER FROM ABUSE

Responsibility:	<i>Superintendent, Student Achievement &amp; Well-Being</i>
Legal References:	<i>Nil</i>
Related References:	<i>Protocol and Guidelines for Procedures and Joint Responsibilities When Working with Children and Youth In Care; Appendix A: Record of Reporting a Suspected Child in Need of Protection; Board Policy 2005 – Parent Support</i>
Effective Date:	
Revisions:	<i>March 2016</i>
Reviewed:	<i>March 2016</i>

### 1. Preamble

The procedures that follow describe the responsibilities of both sending and receiving schools when children have been relocated to seek shelter from abuse.

### 2. Sending School

#### 2.1 Report to Spouse who Seeks Information

In the event that a spouse seeks information from the school on the whereabouts of a spouse and child(ren), the school's standard response, on the advice of the Board's solicitor, is that the school personnel should refer the matter to the superintendent who is responsible for the school. The Superintendent, Student Achievement & Well-Being will decide the appropriate response after consideration of relevant factors (i.e., child's safety).

Every case needs to be decided on the facts involved. Parents have the right to know where the child is being educated, but in rare cases, a superintendent may exercise discretion and decide that the safety of the child(ren) requires non disclosure.

#### 2.2 Transfer and Registration

Upon receiving confirmation that a student has been relocated and is attending class in another school, the sending school shall request the attendance record of the child from the receiving school. The sending school shall update the attendance in the register accordingly. If it becomes apparent that the child will remain at the receiving school, the sending school shall transfer student records and registration information to the receiving school. The child may be readmitted to the sending school at a later date if they return to the boundary area of the sending school, following consultation with the receiving school.

### 3. Receiving School

#### 3.1 Considerations in determining if a child should be relocated to the receiving school should occur with the sending school and include:

3.1.1 The child's primary need is one of emotional support and a sense of security;

3.1.2 It is desirable for the child to attend school even on a limited basis;

3.1.3 The child's stay at the receiving school may be temporary.

### 3.2 Registration

The receiving school should record the child's attendance and send it to the sending school. The receiving school should consider a transfer and registration of the child when it becomes apparent that the child will remain at the receiving school for a period longer than 15 days.