



School Placement Form

This document serves as a guidance and a tool related to **school placement**. Children in foster care remain in their school of origin unless there is a determination that it is not in his or her best interest to attend the school of origin. The Best Interest Determination School Placement Form serves as a mechanism through which relevant parties can meaningfully participate in the Best Interest Determination (BID).

All children in foster care (with the exception of voluntary placements) are placed under order of the court. As such, court determinations, findings and orders are critical to best interest discussions. Teams should be aware of and must follow existing court orders. If a court order specifies an educational placement for the child, the CCYA must request and obtain a modified court order prior to the child changing schools if a best interest educational determination is different from the court order.

This document shall be kept in both the child's school (LEA) and county children and youth agency's (CCYA) case file.

Child's Name: _____

Student's PA Secure ID: _____

Child's CCYA Case Number: _____

School and District of Current Attendance: _____

School District of Current Residence: _____

Previous School District(s) Attended (if applicable): _____

Current Grade of Student: _____

Has the child's current school placement been determined by the court? Yes No

If yes, has the court order been shared with the LEA? Yes No

Does the child have an educational decision maker appointed? Yes No

In addition to the required LEA and CCYA representatives, every effort should be made to gather meaningful input from additional relevant parties. This might include the child (depending on age), foster parents, biological parents when appropriate, education decision makers, teachers, counselors, coaches, other relatives, child attorney, guardian ad litem, or other meaningful persons in the child's life. Note: If a child has an Individualized Education Plan (IEP), Section 504 plan, or is an English Learner (EL), then these relevant LEA staff members must also participate in the best interest determination (BID).



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Please complete the following chart, including all individuals involved in this Best Interest Determination (BID):

Name	Relation to Student	Organization
	LEA POC	LEA:
	CCYA Representative	CCYA:

Date of Best Interest Determination Meeting: _____

Factors considered in making a Best Interest Determination (BID):

The student shall remain in the current school **unless** consideration of the following factors indicates that a change of school placement is in the child’s best interest. (Check all that apply **and** provide explanation)

- Transferring schools will positively impact the child emotionally, socially, or academically (e.g. the child’s siblings attend the new school).

- The student is best served at a different school due to his or her academic history/ future (report cards, GPA, Teachers' progress reports, etc.). Please explain if a change in school placement would benefit the child academically.

- The parents/prior custodians or child believe that changing schools is in the child’s best interest. If so, state why?



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- The preferences of the child (depending on age) have been taken into consideration. Please describe why the child believes that changing schools is in their best interest.

- The distance/length of commute to return to the current school (school of origin) would negatively impact the student's education and/or special needs. Has the child's age been considered when determining appropriate/feasible proximity? Please describe.

- The child's permanency goal, plan, and expected date for achieving the permanency supports a change in school placement. Please describe.

- The child has only attended the current school for a short time or is not attached to the school, does not mind transferring to another school, or is not involved in school related or extra-curricular activities. Please describe.

- Safety considerations favor a change in school placement. If so, state why?

- The student's need for special instruction or special education and related services can be met better at the new school. (Consider: Is the child receiving any special education services? Does the child participate in other specialized instruction? e.g. gifted program, English language learner, career and technical program). Please describe how the student's need for special instruction or special education can be met at the new school.



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- The new school is able to meet the child’s academic needs. (Consider: Would the child’s new school have programs and activities that address the unique needs or interests of the student that the current school does not have? Please describe.

- Changing schools will NOT undermine the child’s ability to stay on track to graduate. (Consider: How would changing schools affect the student’s ability to earn full academic credit, proceed to the next grade, or graduate on time?) Please describe.

- The timing of the school transfer will not undermine school success. (Consider: Would the timing of the school transfer coincide with a logical juncture in the child’s academic or personal progress? (e.g., after an event that is significant to the child or end of the school year) Please describe.

Please note, if applicable, any additional considerations or factors that indicate a change of school placement is in the child’s best interest.

Supporting Documentation:

(Please attach any supporting documentation used in making this determination of best interest. The following is a checklist of sample documents; the list is not exhaustive.)

- Report Cards
- Progress Reports
- Achievement Data
- Attendance Records
- Individualized Education Plan (IEP)
- Section 504 Plan
- Family Service Plan
- Child Permanency Plan
- Individualized Service Plan
- Emails or correspondence from individuals consulted
- Documentation supporting child’s participation in extracurricular activities such as athletics, clubs, or afterschool programs



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Determination:

Date of Best Interest Determination: _____

- The student shall remain in the school in which the child was enrolled at the time of placement.

Name of School/District: _____

- Based on the best interest determination, a change in school placement is needed. The student will be enrolled in the school of current residence.

Name of School/District: _____

Parent/Guardian Signature: _____

County Children and Youth Agency Signature: _____

Local Education Agency Point of Contact Signature: _____

Additional Signatures (if applicable):

Name:

Organization/Title:

Signature: _____ Date: _____

Name:

Organization/Title:

Signature: _____ Date: _____

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