Foster Care

Each school district and open-enrollment charter school is required to appoint at least one employee to act as a foster care liaison to facilitate the enrollment and transfer to a public or open-enrollment charter school of any child in the district or area served by the charter school who is in the conservatorship of the state. (TEC 33.904)

The foster care liaison can coordinate with child welfare partners to identify barriers and improve cross-system practices. This includes, but is not limited to; trouble-shooting problems that arise, being a point person in the district, providing information and insight into the school system and processes, conducting cross-system trainings, and facilitating enrollment, records transfers, and improved transitions for students in care to include successful transition into adulthood and post-secondary opportunities.

SCUCISD foster care liaison contact information:

Raquel U. Rodriguez, LBSW
1060 Elbel Road
Schertz, Texas 78154
210-945-6443

There are two primary documents that a school official and foster care liaison can request from a caregiver to confirm that the child or youth is in foster care and that the caregiver has the education decision-making authority for the child: 1.) The DFPS Placement Authorization Form 2085. (All forms in the 2085 series designate the
A student is in DFPS conservatorship and 2.) A court order. The school official and foster care liaison may request a copy of these documents.

**What records are needed to enroll a student in school?**

Information for enrollment

1. Identity of parent or legal guardian/legal authority
2. Proof of residence
3. Proof of the child’s identity (child’s birth certificate or another acceptable document)
4. Immunization records
5. School records from last school attended
6. For children under age 11, records from all the student’s previously attended schools

**Who may enroll a student living in foster care in school?**

If a child is in a foster care placement, DFPS has legal authority to enroll the child in school. DFPS may delegate that authority to another person, usually the person who will be responsible for day-to-day care of the child, such as the:

- Foster parent or designated caregiver
- CPS caseworker or other staff
- CASA or student’s guardian ad litem
- Residential facility staff
- Child Placing Agency staff, including case manager, or
- Biological parent in some cases

More information about foster care and education law may be found at: TEA’s Laws & Guidance for Students in Substitute Care, [www.tea.state.tx.us/FosterCareStudentSuccess/laws/](http://www.tea.state.tx.us/FosterCareStudentSuccess/laws/)