

Appendix 10.A Suggested Guidelines for a Parent Agreement

Parents experiencing homelessness often struggle with having “one more thing” added to their plate, and in the face of chaotic circumstances may be unable to carry out responsibilities or follow through on tasks in an organized fashion. A written agreement is a tool designed to enable parents to address an educational challenge for their children and understand the responsibilities of the school and their responsibilities as well.

When a school or school district needs to establish a written agreement with a homeless parent to address an educational challenge, the local liaison should develop the agreement in consultation with the parent. The intent of such agreements is to clarify expectations and responsibilities of the school and the parent while providing a helpful structure to hold both parties accountable. The school or school district should offer support and encouragement to parents in carrying out the agreement, while also taking steps to ensure the regular attendance and participation of the student, in keeping with the student’s best interest, should the parent not follow through with his or her part.

An effective parent agreement is one that includes:

1. A clear statement of the challenge under consideration that is impacting a child’s education, such as irregular attendance or lack of homework completion.
2. A description of the responsibilities and activities the school or school district will undertake to address the challenge. (Be specific about the activities and timeline, including beginning and end date.)
3. A description of the responsibilities and activities the parent must undertake to address the challenge. (Be specific about the activities and timeline, including beginning and end date and interim check-ins if needed.)
4. A description of what the school or school district will do if the parent does not carry out the responsibilities or activities.
5. A description of what recourse the parent has if the school does not carry out its responsibilities.
6. Signatures from the school or school district staff member and the parent indicating that they agree to follow the terms of the agreement.