

Homeless

Last Modified on 10/22/2022 9:31 am CDT

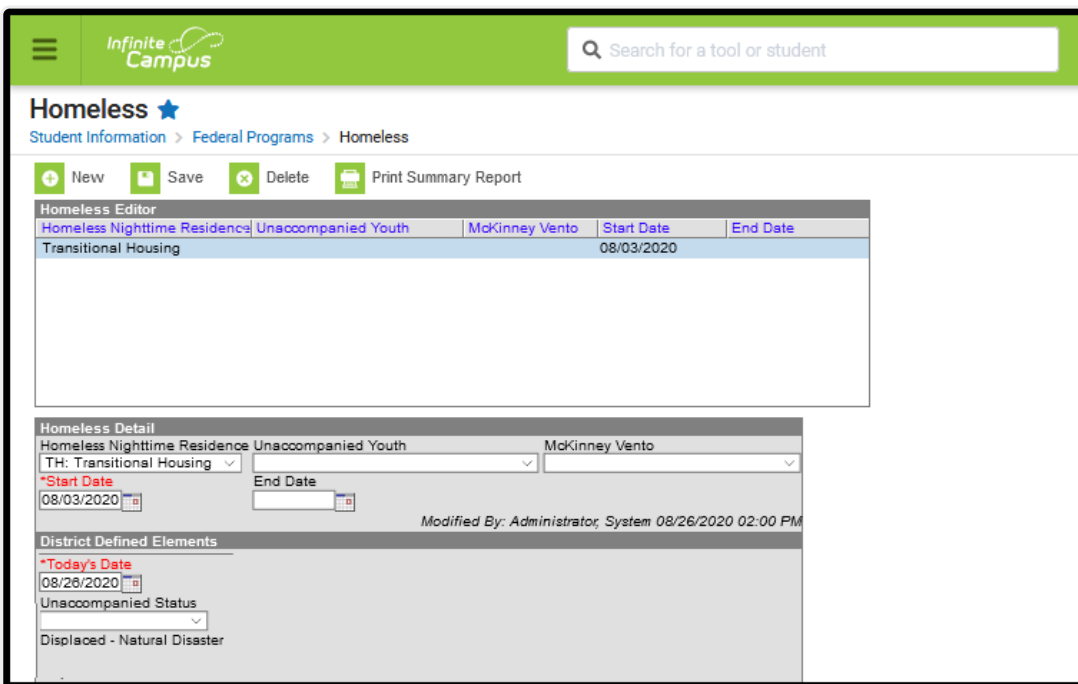
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Classic View: Student Information > Program Participation > Homeless

Search Terms: Homeless

The Homeless tool records basic homeless information as well as district-defined fields. The list of homeless records is sorted by Start Date.

Fields vary by state. Please see your state's [State Tools](#) articles for more information on Homeless procedures in your state.



Student Homeless

Homeless information was historically managed from the Enrollment editor. Using a separate homeless editor allows these records to have more accurate dates representing the student's period of homelessness.

The Homeless tool is currently only available in certain states. Until the tool is available in your state, please continue to record homeless information on the Enrollment tool.

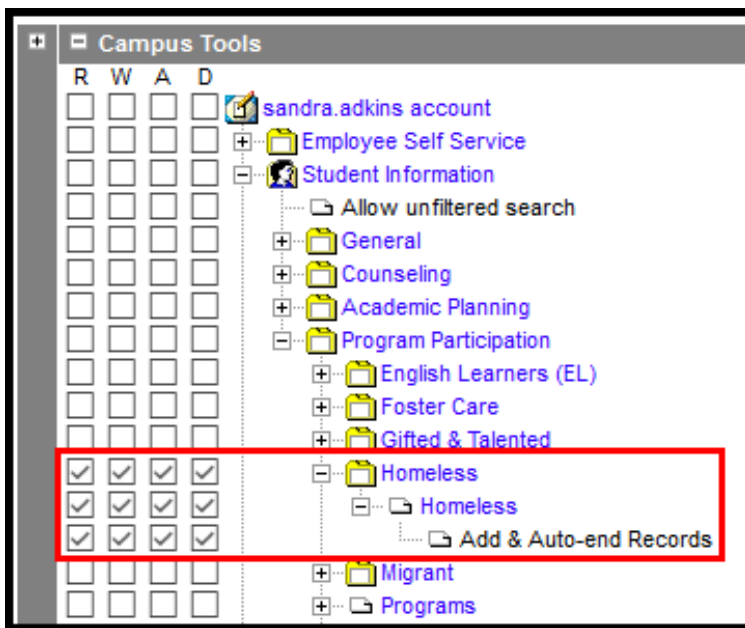
Tool Rights

The following tool rights can be assigned for the Homeless tool:

Users with at least Read and Add tool rights are able to create and save new records. Only users with Write tool rights are able to edit or end existing open records.

- Read (R) - allows the user to view existing Homeless records
- Write (W) - allows the user to edit existing Homeless records
- Add (A) - allows the user to add new Homeless records
- Delete (D) - allows the user to remove Homeless records

The Add & Auto-end Records sub-tool right overrides the Write and Add tool right selections for the Homeless tool. If a user has at least Read rights to this sub-tool right, the user is able to create a new Homeless record; an open Homeless record is given an End Date one day prior to the new Homeless record's Start Date to prevent overlapping records. An existing Homeless record's End Date cannot be overwritten with this function, regardless of tool right selection on either the sub-tool right or the Homeless tool. The sub-tool right cannot receive tool rights from a parent or grandparent tool right, but the sub-tool rights can be removed when tool rights are removed from a parent or grandparent tool right.

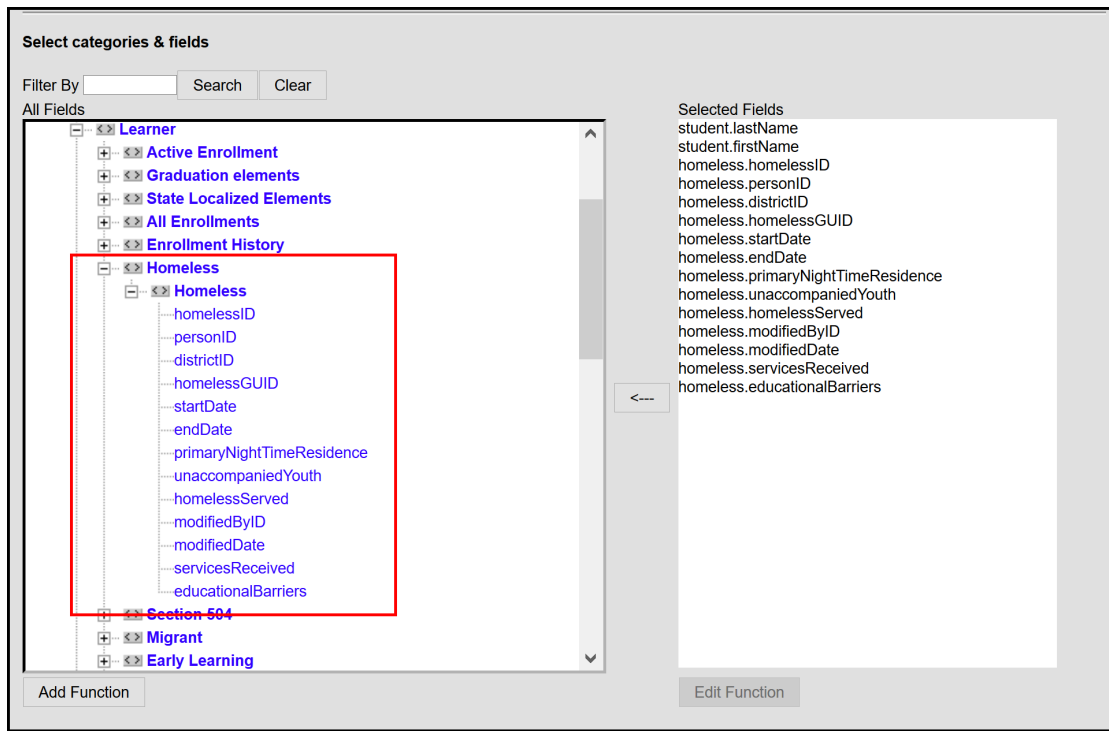


Homeless Tool Rights

Homeless Ad hoc Reporting Fields

Create a report that pulls Homeless elements in the Filter Designer using the Student Data Type.

Homeless elements are located in **Student > Learner > Homeless**.



Homeless Ad hoc Fields

Homeless Editor

The homeless tool includes the following fields. Field names and available selections vary by state.

Field	Description	Ad hoc Fields
Homeless <i>Required</i>	The nighttime residence of the homeless student. This field may also be labeled as <i>Homeless Nighttime Residence</i> or <i>Primary Nighttime Residence</i> .	homeless.primaryNightTimeResidence
Unaccompanied Youth	Indication of whether the student is unaccompanied by a parent/guardian.	homeless.unaccompaniedYouth
Homeless Served	Indication of whether the homeless student is being served by a McKinney-Vento program. This field may also be also be labeled as <i>McKinney-Vento</i>	homeless.homelessServed
Start Date <i>Required</i>	The first day the student was considered to be homeless.	homeless.startDate

Field	Description	Ad hoc Fields
End Date	The last day the student was considered to be homeless.	homeless.endDate

Custom Fields and Tabs

Districts have the option of adding district-specific elements to the Homeless tool or district-specific tabs.

The [Custom Attribute](#) article explains how to add a field to the Homeless tool. Select *Homeless* as the **Screen Location**.

See the [Custom](#) article for instructions on adding a district-specific tool. Select *Homeless* as the **Tabset** and then use the [Custom Attribute](#) tool to add fields to the tool.

Enter Homeless Records

Available fields vary by state.

1. Click the **New** icon. A **Homeless Detail** editor displays.
2. Enter the appropriate option for the student's **Homeless/Primary Nighttime Residence** field.
3. Select the value for the student's **Unaccompanied Youth** status.
4. If necessary, mark the **Homeless Served** checkbox.
5. Enter the **Start Date** for when the student became homeless.
6. Enter values for any necessary district defined fields.
7. Click the **Save** icon when finished. The new record displays in the Homeless Editor.

Records cannot have overlapping dates.

To modify a Homeless record, select it from the editor and enter the new information (end date, etc.).

When a student is no longer considered homeless, edit the record and enter an **End Date**. If a student's Homeless/Primary Nighttime Residence information changes, edit the existing record with the appropriate end date, then create a new homeless record with the new Homeless/Primary Nighttime Residence status.

If a record was entered in error, click the **Delete** icon to completely remove it.

Print a Homeless Summary Report

Click the **Print Summary Report** to display a PDF view of the student's Homeless records.

The screenshot shows the Infinite Campus interface for a student named Andrew. The 'Print Summary Report' button is highlighted with a red box. Below the interface is a preview of the generated PDF report.

School District | **Homeless Records Summary**
 Generated on 08/30/2018 08:26:20 AM Page 1 of 1 | Grade: 12 State ID: 123456789

Homeless Records

Start Date	End Date	Primary Night Time Residence	Unaccompanied Youth	Homeless Served
09/01/2015		Shelters and transitional housing	No	Yes

Homeless Print Summary