



2020-2021 Random Validation Documentation Matrix
Federal Program Compliance Division
Unsafe School Choice Option

<p>Program Requirement</p>	<p>USCO Policy</p> <p>The LEA, as a condition of receiving funds under the Every Student Succeeds Act, must establish and implement a policy requiring that</p> <ul style="list-style-type: none"> • a student attending a persistently dangerous public elementary school or secondary school (as determined by the Texas Education Agency), or • a student who becomes a victim of a violent criminal offense, while in or on the grounds of a public elementary or secondary school that the student attends, <p>is offered and allowed to attend a safe public elementary or secondary school within the local educational agency, including a public charter school.</p> <p>Note: If another campus is not available within the LEA, the policy should provide for other types of services to ensure the safety of the student. In addition, the LEA is encouraged to attempt to secure a cooperative agreement with another LEA to accept transfers when reasonable and appropriate. [Section 8532]</p>	
<p>Type of Documentation Required</p>	<p>Copy of policy approved as per LEA policies and procedures</p>	<p>Documentation that the parents of any student who was a victim of a violent criminal offense has been offered the opportunity to transfer</p>
<p>Description of Acceptable Documentation</p>	<p>The policy should include the following:</p> <ul style="list-style-type: none"> • Timelines and procedures under which parents are offered transfers generally within 14 calendar days of the incident. • Timelines and procedures for processing and approving transfer requests within 14 calendar days of the date the request for transfer is made known to the LEA. 	<ul style="list-style-type: none"> • A letter that shows that parents were offered transfers within 14 calendar days of the incident. <p>For additional guidance, please see the <i>Unsafe School Choice Option Handbook</i>.</p>



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	<ul style="list-style-type: none">• A description of the duration for which a transfer is approved and procedures for renewal of a transfer.• A statement of assurance that collection and maintenance of victim data information (for example, incident date, incident number, and identity of perpetrator, if known) will be maintained for a minimum of five years for auditing and validation monitoring purposes.• A statement of assurance that the LEA will collect and maintain documentation to show that victims' parents were offered the USCO transfer option.• A statement of assurance that documentation will be maintained reflecting when a transfer was requested and completed.	
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