

Surrogate Parents

1. The West Jefferson Hills School District is responsible for assigning a surrogate parent within 30 days.
2. The West Jefferson Hills School District identifies the legal status of the child in need of a surrogate parent to determine if the student is a court or agency placement in a private home; parents or guardians are unknown (1305); a ward of the Commonwealth of Pennsylvania or ward of the Court; parent of guardian are unknown (1306). Unaccompanied youth are also considered homeless and include a child who is a runaway or who has been kicked out by their parent. A surrogate also needs to be assigned to unaccompanied youth.
3. The West Jefferson Hills School District completes the Allegheny Intermediate Unit's application form for Obtaining a Surrogate Parent and submits it to the Surrogate Parent Coordinator of the AIU.
4. The AIU Surrogate Parent Coordinator will assign a trained, qualified, and available surrogate parent to the child. If no such qualified surrogate parent is available, the Surrogate Parent Coordinator will work with the district or agency to recruit qualified persons.