



# LOUISIANA DEPARTMENT OF EDUCATION

8/19/2016

To: Early Childhood Lead Agencies, Early Learning Center Providers, Public and Nonpublic PreK Providers, Family Child Care Providers and In-Home Providers, Resource and Referral Agencies

From: Jenna Conway, Assistant Superintendent, Office of Early Childhood  
Louisiana Department of Education

Re: **Serving Displaced Birth to Age Five Children**

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Louisiana has experienced significant tragedy and loss over the last week. Families have been displaced from their homes and are scrambling to recover and rebuild their lives. Schools and early learning centers, and home providers flooded, meaning that they cannot serve young children until repairs are made. **As a result, families urgently need to find safe, quality alternative options for their children so they can return to work and children can regain a sense of normalcy.**

**We are calling on Early Learning Centers, Public and Nonpublic PreK Providers, Family Child Care Providers, In-Home Providers, Lead Agencies, and Resource and Referral Agencies to do the following:**

**Early Learning Centers (including Head Start and Early Head Start), Public and Nonpublic PreK Providers, Family Child Care and In-Home Providers**

1. Please accept any displaced, eligible children immediately
2. If regulations such as capacity, eligibility, ratios, credentialing, academic approval, etc, would prevent you from accepting the displaced children, please request waivers to these requirements using the attached form and send to Lisa Brochard at [lisa.brochard@la.gov](mailto:lisa.brochard@la.gov). This includes regulations from a Federal entity (ie. Head Start/Early Head Start). We will work with our Federal partners to see if waivers, etc are an option. NOTE: All requests must be made in writing and must outline the specific obstacles. Requests will be considered on a case-by-case basis. We will address your requests in a timely fashion with a goal of two business days.

**Lead Agencies**

1. Ask all providers to identify open seats and help any displaced families find safe, quality alternatives for their children
2. Assist any providers with completing and submitting paperwork for waiver requests
3. Assist any families with submitting Child Care Assistance Program Form 7B (CCAP 7B) in order to send their CCAP eligible children to alternate, certified sites

**Resource and Referral Agencies**

1. Help any displaced families find safe, quality alternatives for their children
2. Assist any providers with completing and submitting paperwork for waiver requests
3. Assist any families with submitting Child Care Assistance Program Form 7B (CCAP 7B) in order to send their CCAP eligible children to alternate, certified sites

Community tragedies can be especially traumatic for young children. Let us work together to take in and take care of these displaced children so families can begin to recover.

Louisiana Believes