

Sample Child Update Form for School-Aged Child (ESP)

As the Educational Surrogate Parent (ESP) for a child(ren) in foster care, it is important to provide regular updates to the Surrogate Parent Program office at Parent Information Center. For those of you who do this regularly, thank you! Updates should be provided at a minimum of at least twice during the school year or more frequently depending on the situation or changes that may be taking place.

Additionally, you have a depth of knowledge about the child's education and are actively involved in educational planning; therefore, your insight about your work, the school system and needed supports are helpful in continuing to improve the Surrogate Parent Program.

Thank you for taking the time to be an ESP!

1. What is the child's first and last name?
2. What is the child's date of birth?
3. What is the disability classification listed on the child's IEP?
4. What school is the child attending?
5. During COVID-19, how has the child been attending school (virtual, in-person, hybrid)? Has attendance been consistent?
6. Has the child had any new behavior issues that you think are related to the learning formats created in response to COVID-19?
7. Who is the DFS worker?
8. What is the date of the last IEP meeting you attended?
9. Do you regularly receive progress reports from the school or do you need to request them?
10. What are your concerns (if any) about the content of the IEP or the services being provided?
11. Are you experiencing any challenges that you would like to share?
12. What other feedback do you have? Please feel free to share challenges, successes, guidance needed, stories or questions you may have.
13. Please provide your name and date of completion.