**Assignment of an Educational Surrogate Parent.**

 CDE (The Colorado Department of Education) maintains a registry of each child with a disability to be in need of an educational surrogate parent (ESP) and the educational surrogate parent assigned to the child. The AU (Administrative Unit) of attendance must ensure that the rights of the child are protected when no parent can be identified.

 A child needs an ESP if one or all of these criteria apply: 1. No parent can be identified; 2. The AU or SOP, after reasonable efforts, cannot locate a parent; 3. The child is a ward of the state or 4. The child is a homeless child as defined in section 22-1-1-2.5, C.R.S.

Steps to take: Contact the Director of Special Education to obtain support in finding out if an ESP is already identified or to appoint an ESP if one is needed.