



STATE OF WISCONSIN
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March 7, 2017

State of Wisconsin School District Administrators and Staff

Re: *Safe at Home*, Wisconsin's Address Confidentiality Program

Dear District Administrators and Staff:

This letter is to inform you of the implementation of the Department of Justice's *Safe at Home* program and its implications for Wisconsin schools. *Safe at Home* is governed by Wis. Stat. § 165.68, as enacted by 2015 Wis. Act 356, and goes into effect April 1, 2017.

Safe at Home is an address confidentiality program providing victims, and those who fear for their physical safety, with a legal substitute address to be used for all purposes. The goal of the program is to keep a victim's actual location confidential through the use of a substitute address and mail-forwarding service. To be eligible for the program, participants must reside at a location that is unknown to their abuser and create a safety plan with a victim advocate.

School districts may encounter participants or their dependents who are students, parents, or school district personnel. Although the number of *Safe at Home* participants in any district may be few, their security needs may be significant. Districts should be prepared to comply with the requirements of this new law and respond appropriately to address the needs of *Safe at Home* participants within their schools.

With regard to students, enrollment in *Safe at Home* may present some challenges in verifying student eligibility in a given district or school; determining transportation eligibility; and protecting information contained in pupil record transfers. *Safe at Home* staff and the participant's victim advocate may be able to provide guidance and assistance in regard to these issues while safeguarding the participant's actual address. Please work through these issues with participants on an individual basis.

For additional information and resources to accommodate *Safe at Home* participants in your schools, please visit the *Safe at Home* webpage at www.doj.state.wi.us/ocvs/safe-home and reference the *Safe at Home Guide for Schools*. Your attention to the security needs of *Safe at Home* participants within your district is appreciated.

Sincerely,

Erin B. Welsh, Director
Safe at Home,
Wisconsin's Address Confidentiality Program