



2019-2020

Child's Name _____

- _____ Confidentiality
- _____ Parent Orientation (discipline & guidance, parent code of conduct, parent agreement)
- _____ Receipt of Handbook

Nutrition:

- _____ Nutrition Enrollment
- _____ Nutrition Packet Letter (BMI Parent Letter)
- _____ Growth Chart Date: _____
- _____ Nutrition Nuggets (See Child Plus Report 4003)



2019-2020

Licensing:

_____ Admission Information (Form #2935 – **Licensed Campus Only**)
_____ Physical (copy) Date: _____ 2nd Date: _____
_____ Test Results: _____ Hgb/Hct _____ Lead _____ BP
_____ Dates: _____ _____
_____ Immunization Records
_____ Hearing & Vision Screening
_____ Incident/Illness Report (Form #7239)



2019-2020

_____ Selection Criteria (Child Plus Report 2135)

Enrollment:

_____ Returning student update form
_____ Enrollment Form (Child Plus app.)
_____ Birth Certification
_____ Social Security Cards (child)
_____ Driver's License (parent)

Income :

_____ Eligibility Determination Record
_____ Income Calculation Worksheet
_____ Income Verification

Consent:

_____ Head Start Consents (Transportation, Health, Dental, One-on-One, Photograph)
_____ Consent to Disclosure of Confidential Information
_____ Consent to Release Record



2019-2020

Family Profile: _____ ChildPlus Family Profile (Report #4230)
_____ ChildPlus Home Visit/Follow up (Report # 4110)
_____ Family Partnership Profile
_____ Documentation of Non-Participation (if applicable)
_____ Other Documents (court orders, custody papers, etc.)

Absences: _____ Attendance Policy
_____ Excuse Notes



2019-2020

Progress:

- ___ Behavioral Observation Statement
- ___ Transportation Safety Certificate
- ___ 1st ESI Screening (no screen on 2nd year student)
- ___ 2nd ESI Re-screen (if needed)
- ___ Circle/ Frog Street Assessment ___ 1st ___ 2nd ___ 3rd

- ___ Home Visit ___ 1st ___ 2nd

- ___ Parent/Teacher Conference ___ 1st ___ 2nd

Please place dates from Children’s Activity List for Circle Assessment, Home Visits and Parent/Teacher Conference.

Individualism:

*In accordance with Federal Regulations Governing the Head Start Program-1304.21 (a)(c) Child Development and education approach for all children/preschoolers, CSNT Head Start defines individualism as a child development and education approach that recognizes **children have individual rates of development as well as individual interests, temperaments, languages, cultural backgrounds, and learning styles.***

*Therefore, CSNT Head Start teachers will develop individual learning goals for each child using the child’s Strengths, Uniqueness, and Needs. The individual goals will be documented in their lesson plans on an **Individualization** chart. This will be done by entering the Ind. # that corresponds to the child’s identifying number in Child Plus. Individual learning goals will be entered by a measureable level which corresponds to Circle Assessment progress & Texas Pre-Kindergarten guidelines, and is further correlated to the Head Start Early Learning Outcomes Framework. Strategies Used and Expected Outcomes will be addressed on the **Individualization** chart. The Head Start Early Learning Outcomes Framework Domains, Domain Elements, and Domain Indicators will be accessible to all teaching staff as plans for individualizing are developed.*

RTI Process:



2019-2020

Health Section Checklist

_____ **Medical and Dental Home**

_____ **Insurance Cards/Documentation of Insurance**

Health Enrollment: Forms

_____ Mental Health - Ages and Stages
_____ Health History/Nutrition Assessment
_____ Lead Questionnaire
_____ TB Questionnaire

Physical: (See Licensing Section)

_____ Health Request and Correspondence _____ 1st _____ 2nd _____ 3rd _____ Referred
_____ Treatment indicated on the physical or follow-up

View Child Plus Health Correspondence

Dental:

_____ 1st. Exam _____ Treatment/Follow-up needed
_____ 2nd exam _____ Treatment/Follow-up needed