

Shasta Head Start Child Development, Inc. Eligibility, Selection & Enrollment Policy

Performance Standard 1302 Subpart A, 1302.11, 1302.12, 1302.13, 1302.14, 1302.15 & 1305 Definitions: ERSEA
Last Revision/Adopted Date: 11/12/2024 Policy Council 1/21/2025; Board of Directors 1/23/2025

Shasta Head Start Child Development, Inc. will adopt one agency-wide waitlist to establish eligibility of children and families wishing to receive Head Start and Early Head Start services. Intentionally attempting to provide or providing false information may result in termination of participation in this agency's program and may be subject to legal action.

Eligibility will be established by the following criteria:

- 1) Homelessness (as established by the McKinney Vento Act)
- 2) Foster child
- 3) Income
- 4) TANF/CalWorks/CalFRESH (SNAP)
- 5) Supplemental Security Income

Once eligibility has been established for the child and family selection of the child into the program will be based on the following criteria.

- 1) Child's age (based on 12/1 state pre-school cut-off date effective 7/1/2019).
- 2) Program services available meeting the needs of the family in their geographical area.
- 3) Children with identified disabilities.
- 4) Classroom environment considerations.

If more families are eligible for the program than the amount of available enrollment slots the application date along with the above criteria will be used to determine which family will be offered services.

Income 100 > 130%: 1302.12(d): Up to 35% of funded enrollment may be enrolled with income between 100 > 130% if all eligible families are being served or have been offered services.

Over Income 130% +: 1302.12(c): No more than 10% of funded enrollment may be at or above 130% of the poverty guideline.

Reserved slots 1302.15(c): Agency may choose to reserve up to 3% of funded enrollment slots for families considered McKinney Vento or Foster Care when a vacancy occurs. Slot(s) must be filled within 30 days of vacancy. Reserved slot(s) still unfilled after 30 days will be considered vacant and must be filled within the next 30 days per 1302.15(a).

It will be clearly documented in the eligibility notes why a family with a later application date is enrolled over a family with an earlier application date.

All returning eligible families and children will be given priority to remain in the Head Start program before a new family is selected on the waitlist PS 1302.15(b).

See page 2 for Points table.

**Shasta Head Start Child Development, Inc.
Eligibility, Selection & Enrollment Policy**

Points table:

ELIGIBILITY/INCOME POINTS- 1 only	
Meets Income Guidelines	50
Public Assistance (Supplemental Security Income or CalWORKS/CalFRESH/TANF)	50
Foster Child	300
Homeless	300
Between 100-130%	10
Over Income: >=130%	0
DISABLED CHILD POINTS	
IEP/IFSP	10
Diagnosed Medical Condition	5
Both	15
HIGH RISK REFERRALS	
High Risk Referral	20
ADDITIONAL POINTS: ENROLLED ONLY	
Transitioning - Current year *Must meet collab reqs where applicable Or another Head Start program	500
Returning - Next school year, continuous services	1000
ADDITIONAL POINTS: EMPLOYEES ONLY	
Current Employee of SHS	1

See Selection & Enrollment Procedures: SOP 3.1, 3.2