

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: 11/13/2025; Policy Council 2/24/2026; Board of Directors 2/26/2026

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

- 1) Eligibility Points
- 2) Child's age
- 3) Classroom environment considerations

If more families are eligible for the program than the number 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%: 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. *1302.12(d)*

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

Class Age: A program operating where Head Start Preschool-eligible children can enroll in pre-kindergarten for a full school day must prioritize younger children as part of its selection criteria. *1302.14(a)*

Disabilities/IDEA: Agency must ensure at least 10% of its total actual enrollment is filled with children with disabilities. *1302.14(b)*

If the 10% requirement is not met, the highest-pointed child with a diagnosed disability may be selected. *1302.14(b)*

Reserved slots: 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. *1302.15(c)*

Reserved slot(s) still unfilled after 30 days will be considered vacant and must be filled within the next 30 days. *1302.15(a)*

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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. 1302.15(b)

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
NON-TK / PRE K ELIGIBLE	
Non-TK / Pre-K Eligible	1,500
DISABLED CHILD POINTS	
IEP/IFSP	10
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	1,000
ADDITIONAL POINTS: EMPLOYEES ONLY	
Current Employee of SHS	1

See Selection & Enrollment Procedures: SOP 3.1, 3.2