

## **ADMISSION AGREEMENT**

### **I. BASIC SERVICES**

Shasta Head Start is a federally funded program designed to provide early, continuous, and intensive support services to low-income pregnant women, infants, toddlers, preschoolers, and their families. Basic services include:

- Researched based curriculum promoting school readiness
- Healthy snacks and meals
- Vision and Hearing Screeners
- Developmental and Social Emotional Screeners
- Disability and mental health services and consultation
- Parent education and engagement opportunities
- Prenatal and postnatal services
- Transportation (specific locations)
- Home base and center base program options

### **II. OPTIONAL SERVICES**

Optional services geared to the needs of each specific child and family includes:

- Assist in facilitation of services as per IFSP/IEP such as occupational therapy, speech and language services.
- Language services for English language learners
- Mental health services
- Assistance with follow-up and treatment for acute health problems (based on need)

### **III. PAYMENT PROVISIONS**

The Head Start program is administered by the Administration for Children and Families (ACF) within the Department of Health and Human Services (HHS). All Head Start services are free to enrolled families. Nutrition services are free to all participants and are funded by the United States Department of Agriculture Child Care Food Program, which is administered by the State of California Department of Education.

### **IV. RIGHT OF LICENSING AGENCY TO PERFORM DUTIES**

Section 101200 (b)(c) of the Community Care Licensing Manual, Title 22, Division 12, Chapter 1; it is understood by the Client and the Head Start Program that:

- A. The Department has the authority to interview clients, including children, or staff, without prior consent.
  - (1) The licensee shall ensure that provisions are made for private interviews with any children or staff.
- B. The Department has the authority to inspect, audit, and copy child or childcare center records upon demand during normal business hours. Records may be removed if necessary, for copying. Removal of records shall be subject to the requirements of Sections 101217(c) and 101221(d).

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(1) The licensee shall ensure that provisions are made for the examination of all records relating to the operation of the childcare center.

### **V. HEAD START “OPEN DOOR” POLICY**

All Head Start centers are open during hours of operation for parents to visit, and participate in, as volunteers or observers, in support of program activities and your child’s education.

### **VI. CONDITIONS UNDER WHICH THE AGREEMENT MAY BE TERMINATED**

This Agreement may be terminated by the client in the event that the family moves from the area, or that the program no longer meets the needs of the child. This Agreement may be terminated by the program in the event the parent, guardian, or representative fails to meet the income guidelines as published in the current Federal Poverty Guidelines, or if the parent, guardian, or representative fails to meet the program’s expectations for the child’s regular attendance at program classes and/or activities. This Agreement shall be automatically terminated by the death of the client (child).

#### ***AGREED AND ACCEPTED BY:***

\_\_\_\_\_  
Parent or Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Head Start Representative

\_\_\_\_\_  
Date