

EARLY EXPLORERS HEAD START
TOWNER, ND 58788

CRITERIA FOR THE SELECTION OF CHILDREN

Head Start is a center, combination and home-based program that has established the following criteria for the selection of children and their families for enrollment.

DEMOGRAPHIC AREA

All children and their families selected for enrollment must reside in one of the nine county target areas that are currently being served by this program. The target areas include:

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|-------------|------------|
| * Benson | * Ramsey |
| * Bottineau | * Sheridan |
| * McHenry | * Towner |
| * McLean | * Wells |
| * Pierce | |

AGE ELIGIBILITY

- * Preschool children between the ages of three and up to compulsory school age will be selected and enrolled.
- * Children must have attained the age of three years before September 1st. Children attaining the age of three after August 31 will be considered for enrollment the following year unless there are available openings and/or are beneath the funded enrollment.
- * Children under three years of age will not be enrolled.
- * Children age five and up to compulsory school age will be selected if a need is identified and/or a kindergarten program of four months or less is available.
- * Documentation of the ages of all children who are selected and enrolled is on file in the Head Start Administrative Office on the Application/Enrollment form. This documentation will be copies of birth certificates.

INCOME ELIGIBILITY

- * Early Explorers Head Start Program, follows the income eligibility regulations – 45 CPR Part 1305.2 definitions.
- * Children whose families are receiving TANF Assistance or are in Foster Care are eligible for Head Start even if the family exceeds the income guidelines established by the Administration for Children and Families (ACF).

- * At least 90% of the children selected for enrollment are from families whose incomes do not exceed the income guidelines established by the Administration for Children and Families (ACF). From this group of families, the lowest income will be a priority for selection and enrollment.
- * Children whose families exceed the income guidelines established by the ACF will amount to no more than 10% of the total number of children enrolled. Currently this number would be 22 selected families.
- * Children and their families who fall into the 10% over-income category will be selected on identified needs of the families. These needs will be based upon:

- * Age
- * Income
- * Disability
- * Environmental Factors
- * Parental Status

- * Family incomes are listed by the families on their Application/Enrollment form and are verified by a staff member.
- * An "Eligibility Criteria Form" with the Enrollment Coordinator's signature and the date must be signed before the child can begin Head Start services. No child will be served until an acceptance letter signed by the Enrollment Coordinator has been received by both the Home Visitor/Classroom Teacher and the Parent/Guardian of the Child.

CHILDREN WITH A DISABILITY

- * At least 10% of the children selected for enrollment are from families who have been identified as having a minimum of one professionally diagnosed disability.

ELIGIBILITY PRIORITY CRITERIA

- * Priority will be given to children and their families based on:
 - * Age
 - * Disability
 - * Parental Status
 - * Income
 - * Environmental Factors
- * Points are given to children and their families based on the five factors as listed above - age, income, disability, environmental factors, and parental status. Initial entry into the Head Start Program will begin at 60 accrued points. However, after initial enrollment, this point system may be subject to change due to individual community needs.

(Revised 5-2003)