



SCHOOL READINESS CHILD DEVELOPMENT

Enrollment Packet

2012-2013



California Department of Education

Enrollment Policy

The Twin Rivers Unified School District School Readiness/Children's Center Programs welcome all eligible children on a non-discriminatory basis. No child will be excluded on the basis of race, gender, national origin, ancestry, disability, or religious affiliation.

The Twin Rivers Unified School District Children's Center programs provide services for children who will be 3 years old on or before December 2, of the current year through 12 years of age. The programs offered are:

- Half-day Preschool Programs
- Full-day Preschool Programs
- School Age Child Care

Please see the accompanying chart for programs, locations and requirements.

Enrollment Criteria

Enrollment priority will be given to families qualifying through the following, in the order given. Children **must be potty trained**, and:

1. Require preschool/children's center attendance due to special family circumstances.
2. Live in the attendance area of the school site.
3. Live within the TRUSD district boundaries.
4. Identified as limited English or non-English speakers.
5. Live outside the district attendance boundaries.

Admission Criteria for Part-Day Preschool Programs

Admission priority will be given to families qualifying using the above listed enrollment criteria, in the order given. For State and Head Start Preschool Programs families must meet the State guidelines for income eligibility. Contact us at 916.566.1616 for the income information. Admission priority is given to children who are 4 years old by December 2 and will be entering Kindergarten the following school year. However, some programs can enroll children who will be 3 years old on or before December 2, of the current year. First 5 Programs do not have an income requirement.

Admission Criteria for Full-Day Preschool and School Age Programs

Admission priority will be given to families qualifying using the above listed enrollment criteria, in the order given, and meet the state guidelines for income eligibility. Contact us at 916.566.1616 for the income information. Children must be 3 years old on or before December 2, of the current year. School age children must attend a TRUSD school offering the program. Parent(s) must be working, seeking work, going to school or medically incapacitated to qualify for these programs.

Child Action, Inc. Child Care Eligibility List

The Child Care Eligibility List (CEL) is a list of families needing child care assistance in Sacramento County.

To access County-wide Child Care Services Register with Child Action's Child Care Eligibility List (CEL)

Register online at <http://sacramento.thecel.net>, OR

Call 916-369-0191 and a Child Action Information Specialist will assist you.

ECE/CD Department

Child Care Enrollment Instructions

Follow these steps to enroll in Part-Day Preschool, Full-Day Preschool or a School Age Child Care Program:

Step 1: Fill out the following documents included in this packet:

- Declaration of Residency
- Student Enrollment Form
- Notification of Parent's Rights
- Personal Rights
- Home Language Survey
- Health History Form
- Family Partnership
- Consent to use Photograph and Likeness

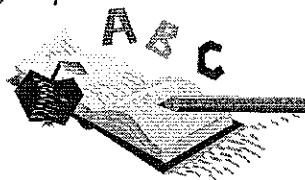
Step 2: Bring ALL of these documents to bring to your enrollment appointment:

- Birth certificates for **ALL children under 18** years of age in household
- Proof of income from all sources for the past 30 days
- Proof of Residency (Rental Agreement, Utility Bill, etc.)
- Child's immunization record (must be up-to-date)
- Documentation of Physical (use appropriate form: For Head Start use **Head Start Form**; For all other programs use **Physicians Report**)
- Child's TB risk assessment (within 1 year of date of enrollment)
- Parent's negative TB test within 2 years of date of enrollment (located at back of packet)
- Court Documents (if applicable)
- IEP (if applicable)

Step 3: Call 566-1616 and the extension listed on the attached school chart to schedule an enrollment interview.



IMPORTANT: To guarantee your child's enrollment we must have ALL documents/forms from steps 1 and 2 at your enrollment appointment (**Caution: Missing documents/forms at appointment time risks your child's placement in the program;** your enrollment appointment would have to be rescheduled; and your child's name would move to the bottom of the waiting list).



Health Policy Immunization Information

Sacramento County Health Department is enforcing through school personnel the "No Immunizations, No Registration Policy." Immunizations must be up-to-date at the time of registration for kindergarten/preschool/childcare.

Minimum Requirements:

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| POLIO | PreK - 3 doses at any age K - 4 doses at any age, but three (3) doses if the last dose was after fourth birthday |
| DPT | PreK - 4 doses at any age K - 5 doses at any age, but four (4) doses if the last dose was after fourth birthday |
| MMR | (Measles, Rubella, Mumps) PreK - 1 dose on or after the first birthday K - 2 doses required, both after the age of one (1). Children 4 ½ to 5 years old who have just received their first dose of MMR may enter kindergarten on the condition that they receive a second dose 1 – 3 months later. |
| Hepatitis B | PreK - 3 doses <u>Children who have received at least one dose of hepatitis B vaccine may enter kindergarten on the condition that they receive the remaining required doses, as follows:</u> <ul style="list-style-type: none">• 2nd dose: 1-2 months after 1st dose• 3rd dose: Children under age 18 months – 2-12 months after 2nd dose Children age 18 months-6 years – 2-6 months after 2nd dose K - 3 doses |
| Hib | PreK – 1 dose K – 1 dose |
| Varicella | (Chicken pox) PreK & K - at least one dose or documentation of disease |

You may receive necessary immunizations and physicals from your physician or health provider. Immunizations may be obtained from the County Immunization Clinics. A schedule of these clinics can be obtained at your school site.

Please bring your child's yellow immunization card, birth certificate, and physical form.