

2008- 2009 HEAD START REGISTRATION

3 and 4 Year Old Children Can Register on East side **8:30 until 3:00**

Dutchtown Head Start	Friday, March 14, 2008
Carver Head Start	Monday, March 17, 2008
	Tuesday, March 18, 2008
St. Amant Head Start	Wednesday, March 19, 2008
Prairieville Head Start	Thursday, March 20, 2008

3 Year Old Children Can Register in Donaldsonville **8:30 until 3:00**

Donaldsonville Head Start	Tuesday, March 11, 2008
Donaldsonville Head Start	Wednesday, March 12, 2008

Documents

- A. * Child's Birth Certificate**
- B. * Income Verification** (Must be able to compute family's total annual income.)
1040 Tax Form, Letter from Food Stamp Office, Letter from Employer, SSI Letter, Notarized letter stating no income, W-2 Form, Child Support, Child Care Assistance.
- C. Shot Record**
- D. Child's medical card or private insurance information**
- E. Social Security Card of the child**
- F. Proof of residence in Ascension Parish**
- G. Documentation of any disability of this child**

***Documents must be submitted before application can be processed.**

For more information call: 621-2359 or 474-2750

If you miss registration, you may pick up an application at the site your child may attend, beginning Tuesday, April 1, 2008. Ask for the family educator assigned to that site.

What is Head Start?

Head Start is a federally funded program that serves children and families. The number of children who can attend is limited by the funding source. There are certain criteria that make a child eligible for Head Start: Age and Family Income

Age: Children who are 3 years old by September 30, 2008, or 4 year olds can register. On the east side of the parish, 4 year olds are given priority. In Donaldsonville, children who are 3 by September 30, 2008 can register.

Family Income: In most instances, the total family income must be at or below the 2008 Federal poverty guidelines to qualify for participation. This must be verified through income documents. If a food stamp print is the document of proof, it must show the earned income. If mother and father both work and W-2 forms are used as verification, all W-2 forms must be submitted. If the 1040 form is used, it must include both incomes. If a letter from the employer is brought as the document of proof, then it must be on the employer's stationary and a follow-up call will be made to verify with the person who signs the letter. If the family has no income, there must be proof that the family has no income, such as a notarized letter. If information is found to be fraudulent, the child will be found ineligible for the program.

Disability: If a child has a disability, then verification of this must be presented. If the parent only suspects a disability, then the parent needs to indicate on the application so that screenings can begin early in the program year. Head Start has to serve 10% children with disabilities. Even if the child has a documented disability, a completed application must be submitted.

Immunizations: All children who attend Head Start must be up to date with the schedule of shots. This will be mandated fourteen days into the program year.

Residence: Proof of residence in Ascension Parish is necessary since the funding of this grant is only for children of this parish.

Completed Applications: Applications can only be processed with documents attached to applications. Without a birth certificate and family income, an application will be considered incomplete and will not be processed. Letters of acceptance will be sent to the mailing address on the application during the summer. If your mailing address changes, it will be necessary to notify Head Start.

Transportation: Head Start does not have the means to transport all children on buses but does work with parents in remote areas to arrange help. Designated routes change according to participants each year.