



Pioneer Preschool

Preschool Application Packet

For families seeking enrollment in a
Part-Day State Preschool program

Thank you for your interest in our Part-Day State Preschool program. For questions please contact our office at (530) 620-7210

Documentation Checklist (Page 1 of 2)



To ensure compliance with the requirements of our funder, California Department of Education, we must verify eligibility of each family participating in the Part-Day State Preschool Program. **Please submit** the following documents:

ELIGIBILITY VERIFICATION

Documentation must be provided for **1** or more of these eligibility categories

Recipient of Child Protective Services or Child Identified as At-Risk

- Referral Letter

Family Experiencing Homelessness

- Documentation of Monthly Income **AND**
- Referral Letter **OR**
- Parental Declaration of Homelessness

Child has Exceptional Needs

- Documentation of Monthly Income **AND**
- Individual Family Services Plan (IFSP) **OR**
- Individualized Education Program (IEP)

Receiving Benefits from Governmental Program

CalWorks, Medi-Cal, CalFresh, California Food Assistance, California Special Supplemental Nutrition Program for Women, Infants and Children (WIC), Food Distribution Program on Indian Reservation, Head Start or Early Head Start.

- Enrollment Documentation (Example: Notice of Action | Receipt of Aid | Verification of Benefits) **AND**
- Copy of Governmental Program Application **OR**
- If not available, Self-Declaration of Income as declared on the program application

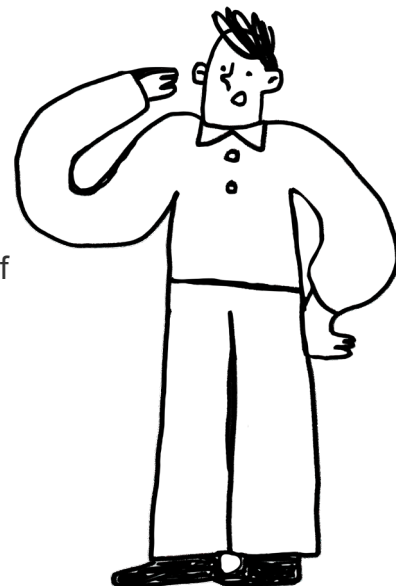
Income Eligibility

Guardian or Foster Parent(s):

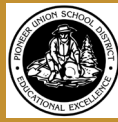
- Documentation of Monthly Income (For child and their related siblings)

Biological or Adopted Parent(s):

- Authorization to Release Employment Information (if applicable) **AND**
- Documentation of Monthly Income (ALL sources for ALL parents in family)
 - Regular & Steady Income:** Total countable income from either month of the 2-month window immediately preceding certification
 - Fluctuating or Inconsistent Income:** Total countable income from 12 months immediately preceding certification



Documentation Checklist (Page 2 of 2)



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FAMILY SIZE and PRESCHOOL AGE VERIFICATION

At least **1** of the following documents must be provided for **ALL** children counted in family size:

- Birth Certificate or other live birth records
- Passport for Services from the county welfare department
- Adoption documents Records of Foster Care placement
- Court orders regarding child custody or guardianship

RESIDENCY VERIFICATION

Proof that you live in the State of California:

- Any evidence of your street address or post office box dated within the past 30 days

OTHER DOCUMENTATION

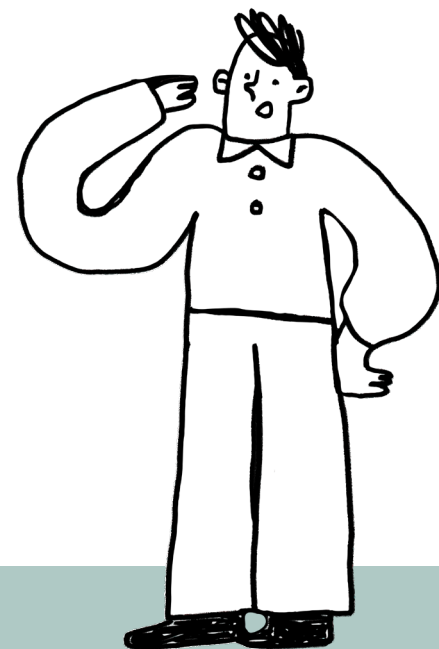
The following miscellaneous documents are also required:

- Family Needs Request & Referral
- Court orders if they affect your child care days/hours (If applicable)

CHILD CARE LICENSING DOCUMENTS | FORMS

If approved, **ALL** of the following documents/forms are required prior to first day of school:

- Copy of child's current immunization record
- Identification & Emergency Information
- Child's Preadmission Health History – Parent/Authorized Representative Report (LIC 702)
- Physician's Report (LIC 701)
- Notification of Parents' Rights (LIC 995)
- Personal Rights (LIC 613A)
- QRIS Authorization



Submitting Documents



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PROCESS TO SUBMIT DOCUMENTATION:

- 1) Set appointment with district
- 2) Submit forms AND copies of required documentation listed on checklist

Email: mmelton@pioneerusd.org

OR

Drop-off: Pioneer Elementary School Office
6860 Mt. Aukum Rd, Somerset CA, 95684

NOTE: Carefully review checklist located at the beginning of this packet to ensure all required documentation is submitted. Incomplete packets will delay the enrollment process.

If you have any questions about the enrollment process please contact our office at (530) 620-7210



Thank you for your interest in our Part-Day State Preschool program.