

## College of Southern Idaho Head Start/Early Head Start

### Transition Checklist

(In order of occurrence)

- EHS Transition Survey (send to Early Head Start Lead Coordinator and Center Supervisor ASAP)
  - Head Start application 5pgs. (OMB, Eligibility Verification & Acceptance, Application checklist, Proof of Income Eligibility) Send to ERSEA and Center Supervisor.
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- Transition Action Plan
- Immunization record – most recent
- Release of Information form(s) as necessary
- Infant/Toddler COR Developmental Summary
- Individualized Child Plans
- Results of most recent Ages and Stages Questionnaire (ASQ), Infant/Toddler DECA, Child Goals, Infant/Toddler COR Family Report
- Copy of most recent well child exam
- Copy of most recent dental exam
- Copy of current Family Partnership Agreement
- Most recent IFSP if appropriate

All of the documents (except for EHS transition survey and application information) will “follow the child.” The total packet will be sent to the Center Supervisor upon notification of placement of the child in a Head Start classroom or July 31<sup>st</sup> (whichever comes first).