



## Selection

### Head Start Performance Standards

§ 1302.14

### Policy

Children, pregnant women, and pregnant people are selected for enrollment according to the established criteria that weigh the prioritization of the selection of the highest-need participants. The selection criteria are established annually based on the needs identified in the Community Needs Assessment. The identified needs will also include family income, children experiencing homelessness, children in foster care, children’s age, children with special needs, and other risk factors. The selection criteria must be approved by the Community Action Head Start Policy Council and the Community Action Board of Directors before being implemented.

### Selection Procedure

#### Selection Criteria 2024-2025 Program Year

<u>CRITERIA</u>	<u>POINTS</u>
<b>Age – Early Head Start</b>	
Prenatal	250
Birth – 12 months	150
13 – 24 months	125
25 – 30 months	75
31 – 36 months	50
<b>Age – Head Start</b>	
4 Years	150
3 Years 6 months – 3 years. 11 months	75
3 years – 3 years. 5 months	25
<b>Family/Child Status or Public Assistance</b>	
Homeless or	150
Foster Child or	150
Receiving TANF or	150
Receiving SSI or	150
Receiving SNAP	150
<b>Income</b>	
0 – 100% of Poverty	150
101 – 129% of Poverty	100

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130% of Poverty or Over	0
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<b>Disability</b>	
Suspected/In Referral Process or Diagnosed, but not receiving services	150
Diagnosed Disability and receiving services	75
Doctor Referral	10
Mental Health Referral	10
NWRESD Referral	5
None	0

<b>Risk Factors</b>	
Single Parent	50
High-Risk Family: <ul style="list-style-type: none"> <li>• Death of Parent/Guardian/Caregiver or Immediate Family Member</li> <li>• Having Incarceration experience, Deported Parent/Guardian/Caregiver, or Refugee</li> <li>• Domestic Violence, Substance Abuse, Sexual Abuse, and/or Mental Health needs</li> </ul>	50
Non-English-Speaking/English as a 2 <sup>nd</sup> Language Child/Family	20
Transitioning from another Head Start (internal or external)	20
Internal or External Referral	10
Teen Parent (at birth of 1 <sup>st</sup> child)	10
Unemployed Parent/Guardian and/or Enrolled in School/Job Training	20
Sibling in EHS or Head Start	30
Single Women Head of Household	10
Parent/Guardian/Caregiver Diagnosed with a Medical Condition	10
Lack of Childcare	10
Returning Child (must be returning in the same program term)	1000

**Selection Process**

1. Once eligibility has been determined, a child or a pregnant woman or a pregnant person is placed on the waitlist, and the selection criteria points are assigned.
2. The waitlist is sorted by the number of criteria points assigned to each child or pregnant woman or pregnant person based on their level of need. The children or pregnant women or pregnant person with the highest criteria points are selected for the program.
  - The waitlist is sorted by order of eligibility points (highest first), then class age.
  - In the Early Head Start program, children with the order of eligibility points (highest first), then class age (youngest first).
  - In the Head Start program, children are grouped according to eligibility points (highest first), then class age (oldest first).
  - When the eligibility points are equal between two participants, the child's age will determine who is offered enrollment first. In the Head Start program, the oldest child is prioritized for enrollment. In the Early Head Start program, the youngest child is prioritized for enrollment.
3. Once a child, pregnant woman, or pregnant person is selected for the program, the enrollment process is followed. Refer to Enrollment—Center-Based or Home-Based Policy and Procedure.

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**Over-Income Families**

Only 10% of all children and pregnant women, regardless of eligibility points, may be over income. An additional 35% of children and pregnant women may be from families whose incomes do not exceed 130% of the Federal Poverty Income Guidelines. Overcome participants will be selected when no income-eligible children are on the waitlist.

The Head Start Director and ERSEA Supervisor must review and approve the enrollment of over-income children to ensure the thresholds are met and maintained as indicated in the Head Start Performance Standards.