



## ECE Preschool/Child Care Enrollment Packet 2017-2018 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 September 1, 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

### 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 (CPS referral, Foster child, In Transition, etc.).
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 qualifying families 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 September 1 and will be entering Kindergarten the following school year. After 4 year olds are placed, programs can enroll children who will be 3 years old on or before September 1, of the current year.

### Admission Criteria for Full-Day Preschool and School Age Programs

Admission priority will be given to qualifying families 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 September 1, of the current year. School age children must attend a TRUSD school offering the program. Parent(s) must be working, seeking work, in a verified training program, or medically incapacitated to qualify for these programs.

Family Fees will be assessed for all full day, and school age services based on the California State CDD Family Fee Schedule sliding scale. Call 916-566-1616 for details.

**Physical Address: 5115 Dudley Blvd.  
McClellan, CA 95652  
916-566-1616  
Fax 916-566-3596**



**Steps to enroll in:  
Part-Day Preschool, Full-Day Preschool,  
or Subsidized School-Age Child Care Program:**

**Step 1** Call 566-1616 Immediately to schedule your spring/summer appointment.  
Then, before coming to your appointment:

**Step 2:** Fill out all of the documents included in this packet completely.

**Step 3:** Bring all of the following documents to your appointment:

- Birth certificates for **ALL children under 18** years of age in household
- Verification of **all income sources** from **the past 30 days**.  
Sources include: wages, unemployment, cash aid, housing support public assistance, disability/unemployment, workers compensation spousal support, child support, survivor benefits, retirement benefits, dividends/interest, rental income, foster care grant, financial assistance for child, Veterans pension, annuity, inheritance, housing/auto included in pay, student loan living expenses, or insurance settlements
- Proof of Residency (Rental Agreement or Utility Bill, Phone Bill (land line) etc.) **not older than 30 days**.
- Child's up-to-date immunization record
- Documentation of child's recent physical, must not be over one year old (**Physicians Report attached** for your convenience).
- Court Documents (if applicable)
- IEP/IFSP (if applicable)



**IMPORTANT:** To guarantee your child's enrollment **ALL** documents/forms from steps 2 and 3 must be with you 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. **Children cannot attend until immunizations are up-to-date.**

### Minimum Requirements:

POLIO	<b>PreK</b> - 3 doses at any age <b>K</b> - 4 doses at any age, but three (3) doses if the last dose was after fourth birthday
DPT	<b>PreK</b> - 4 doses at any age <b>K</b> - 5 doses at any age, but four (4) doses if the last dose was after fourth birthday
MMR	(Measles, Rubella, Mumps) <b>PreK</b> - 1 dose on or after the first birthday <b>K</b> - 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	<b>PreK</b> - 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"><li>• 2<sup>nd</sup> dose: 1-2 months after 1<sup>st</sup> dose</li><li>• 3<sup>rd</sup> dose: Children under age 18 months – 2-12 months after 2<sup>nd</sup> dose Children age 18 months-6 years – 2-6 months after 2<sup>nd</sup> dose</li></ul> <b>K</b> - 3 doses
Hib	<b>PreK</b> – 1 dose <b>K</b> – 1 dose
Varicella	(Chicken pox) <b>PreK &amp; K</b> - at least one dose or documentation of disease

You may receive necessary immunizations and physicals from your physician or health provider. If your child has no health care insurance, call Covered CA at 844-366-5126. If your child has no medical home, call Sacramento County Immunization Program at 916-875-7468 for assistance. They provide immunizations to children under 18 with no insurance.