



POLICY AND PROCEDURE FOR CHILD FIND SURVEY

Policy

Head Start Program Performance Standards §1302.46, 1302.14(b), 1302.63. Individuals with Disability Education Act 2004.

Procedure

1. During enrollment, the parent/guardian will complete a Child Find Survey in their preferred language with assistance of the Family Services Coordinator or Teacher. The purpose of the survey is to detect children with suspected and/or identified disabilities, mental health, health, or nutrition concerns.
2. Findings and data gathered from the Child Find Survey will be used to determine if referrals are needed for the corresponding departments and as needed; a copy of the form will be sent via email to the Program Manager for Disabilities or, the Program Coordinator for Health and Safety or, the Mental Health Consultant to follow up with.
3. The original form will stay in the family file for disabilities.