

Tri-County Community Council, Inc.
Head Start/Early Head Start

Part: 1302 Program Operations

Subpart: G- Transition Services

Section: 1302.71 Transitions from Head Start to kindergarten

Subject: Transition to Kindergarten

Policy:

Head Start staff will facilitate children transitioning from Head Start to Kindergarten.

Procedure:

1. During the second home visit, teachers will provide the parent/guardian with information on kindergarten registration requirements and encourage the parent and guardian to register their child for kindergarten.
2. Staff will provide families with relevant records needed to enroll children in kindergarten.
3. The teaching staff will assist the parent/guardian in completing the School Attending form for children going to kindergarten in the fall.
4. The 4-year-old classroom teachers will implement the Going to Kindergarten Curriculum during the first week in April thru the end of the school year. Teachers will be allowed to follow local school district guidelines to transition children to kindergarten. Children will begin using lunch trays in the first week of April.
5. Teachers will encourage parents to participate in the Head Start Kindergarten Orientation session for the parents, where a kindergarten teacher will speak with parents about the school system.
6. Parents of children with disabilities will be made aware of and encouraged to attend an orientation to discuss the special needs of their child and placement.
7. Center Directors will arrange the Head Start Kindergarten Orientation with a kindergarten teacher from the elementary school.
8. The Center Director will arrange for the children to tour a kindergarten classroom before the end of the school year.

Tri-County Community Council, Inc.
Head Start/Early Head Start

9. Center Directors will forward a list of children going to kindergarten and the name of the elementary school the child will be attending the next school year to the Education Coordinator.

10. The Head Start/Early Head Start program will give children transition bags at the end of the school year. The transition bag will consist of a book, learning activities, and other age-appropriate materials for the child.
 - During a Pandemic, Head Start children going to kindergarten will visit elementary schools only if it's safe to do so.