

**CONTRA COSTA COUNTY**  
**CSB Admissions Priorities / Selection Criteria**  
**2024-2025 Program Year**



Head Start Performance Standard 1302.14 (a)(1) mandates that the program set criteria, based on our Community Assessment, that define the types of children and families who will be given priority for recruitment and selection. Kindergarten is available in all communities that we serve. Due to the community need for full-day, full-year services, and the mandate that the Head Start & Early Head Start Program collaborate for full-day services, CSB has adopted the following selection criteria presented in order of priority, which also meets the regulations of our partner, the California Department of Education and California Department of Social Services.

<b>INFANTS &amp; TODDLERS (Aged 0-3, including pregnant women)</b>	<b>PRE-SCHOOL (Aged 3-5)</b>
<p>Transfers for children <b>currently enrolled</b> in Early Head Start and California Childcare and Development programs will be accommodated before enrolling any new children. Siblings in a currently enrolled family may be given priority.</p> <ol style="list-style-type: none"> <li>1. Child Protective Services / Child At Risk referrals or in ♦Foster care</li> <li>2. Children from families from the lowest income according to the income ranking               <ol style="list-style-type: none"> <li>a. When 2 or more have the same ranking then infants/toddlers with disabilities (IEP or IFSP) take priority</li> <li>b. If there is no family of the same priority with a child with exceptional needs, the family of the same priority in which the primary home language is a language other than English shall be admitted first.</li> <li>c. If there is no family of the same priority in which the primary home language is a language other than English, the family of the same priority that has been on the waiting list for the longest time shall be admitted first.</li> </ol> </li> </ol>	<p>Requested transfers for children <b>currently enrolled</b> in Head Start and California State Preschool Programs (CSPP) will be accommodated before enrolling any new children. Siblings in a currently enrolled family may be given priority.</p> <ol style="list-style-type: none"> <li>1. 3 or 4 year olds with Child Protective Services / At Risk referrals or in ♦Foster Care</li> <li>2. 3 or 4 year olds with disabilities (after the set aside 10% has been filled) w/incomes below the eligibility guidelines</li> <li>3. 4 year olds <b>not</b> enrolled in Transitional Kindergarten (TK)               <ol style="list-style-type: none"> <li>a. <b>Part Day only:</b> Children enrolled in CSPP as a 3 year old</li> <li>b. Lowest income according to the income ranking                   <ol style="list-style-type: none"> <li>i. When 2 or more have the same ranking then those with the Dual Language Learner designation take priority</li> <li>ii. If no Dual Language Learner then whomever has been on the waiting list the longest</li> </ol> </li> </ol> </li> <li>4. 3 year olds Lowest income according to the income ranking               <ol style="list-style-type: none"> <li>a. When 2 or more have the same ranking then those with the Dual Language Learner designation take priority</li> <li>b. If no Dual Language Learner then whomever has been on the waiting list the longest</li> </ol> </li> <li>5. 3 or 4 year olds from families with incomes no more than 15% above the income guideline.               <ol style="list-style-type: none"> <li>a. 4 year olds with exceptional needs (after the set aside % has been met) then 3 year olds with exceptional needs</li> <li>b. 4 year olds without exceptional needs before 3 year olds without exceptional needs</li> </ol> </li> </ol> <p>After all other eligible children have been enrolled:</p> <ol style="list-style-type: none"> <li>6. <b>Full day only:</b> 3 or 4 year olds that meet eligibility criteria without having a need for services               <ol style="list-style-type: none"> <li>a. Lowest income ranking                   <ol style="list-style-type: none"> <li>i. When 2 or more have the same ranking 4 year olds then 3 year olds</li> </ol> </li> </ol> </li> <li>7. 3 or 4 year olds that live within the attendance boundaries of a qualified free and reduced price lunch school</li> <li>8. <b>Part day only:</b> Children enrolling to provide expanded learning and care to TK enrolled children</li> </ol>
<b>Head Start and Early Head Start - Additional Priorities</b>	
<ol style="list-style-type: none"> <li>1. ♦Currently Homeless or Homeless within the last 18 months</li> <li>2. ♦Current TANF Recipient (cash aid) or within 24 months</li> <li>3. Teen parents (EHS only)</li> </ol>	

1) ♦Denotes categorical eligibility as per Head Start Performance Standard 1302.14 (b). 2) At least 10 percent of the enrollment will be made available to children who meet the definition for children with disabilities. 3) Pre-School Selection Priorities apply to both Full Day and Part Day programs unless otherwise specified. 4) Admissions Priorities / Selection Criteria, approved by Policy Council on 02/21/2024 and approved by Board of Supervisors on xx/xx/2024

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