

# Mercer County Head Start Policies and Procedures

<b>P/P Topic:</b>	Developmental Screening and Referral	<b>P/P #:</b>	
<b>Part:</b>	1304	<b>PC Approval Date:</b>	05/24/11
<b>Subpart:</b>	<i>Early Childhood Development and Health Services</i>	<b>Last Reviewed Date:</b>	05/24/11
<b>Section Title(s):</b>	<i>Child Health and Developmental Services</i>	<b>Implementation Responsibility:</b>	Teaching Staff Director of Early Childhood Services
<b>Related Performance Standard(s):</b>	1304.20(e) 1304.20(f)	<b>Monitoring Responsibility:</b>	Director of Early Childhood Services

<b>(A) Policy</b>	Teaching Staff will screen all children within the first 45 days of attendance. The results of the developmental and educational screening will be utilized to create educational goals and to initiate a referral if necessary.																										
<b>(B) Responsibility</b>	Teaching Staff and Director of Early Childhood Services																										
<b>(C) Procedure</b>	<ul style="list-style-type: none"> <li>• The first two weeks of attendance will be a period of observation, at which time classroom staff will make on-going notations about children’s strengths, interests, current level of development, and areas of need</li> <li>• The appropriate Brigance Preschool Screen, according to age, will be administered following the initial two weeks of attendance and no later than 45 days from the first day of service</li> <li>• Using the table below, the teaching staff will determine the children who may be at risk for developmental or academic delay</li> </ul> <table border="1" style="margin-left: 40px;"> <thead> <tr> <th style="text-align: center;">Age/Screen</th> <th style="text-align: center;">Cut off scores</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">Three Year Screen</td> <td style="background-color: #cccccc;"></td> </tr> <tr> <td style="text-align: center;">3.0 – 3.2</td> <td style="text-align: center;">&lt;52</td> </tr> <tr> <td style="text-align: center;">3.3 – 3.5</td> <td style="text-align: center;">&lt;55</td> </tr> <tr> <td style="text-align: center;">3.6 – 3.11</td> <td style="text-align: center;">&lt;71</td> </tr> <tr> <td style="text-align: center;">Four Year Screen</td> <td style="background-color: #cccccc;"></td> </tr> <tr> <td style="text-align: center;">4.0 – 4.3</td> <td style="text-align: center;">&lt;58</td> </tr> <tr> <td style="text-align: center;">4.4 – 4.7</td> <td style="text-align: center;">&lt;72</td> </tr> <tr> <td style="text-align: center;">4.8 – 4.11</td> <td style="text-align: center;">&lt;80</td> </tr> <tr> <td style="text-align: center;">Five Year Screen</td> <td style="background-color: #cccccc;"></td> </tr> <tr> <td style="text-align: center;">5.0 – 5.5</td> <td style="text-align: center;">&lt;65</td> </tr> <tr> <td style="text-align: center;">5.6 – 5.11</td> <td style="text-align: center;">&lt;78</td> </tr> <tr> <td style="text-align: center;"></td> <td style="text-align: center;"></td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>• The teaching staff will enter the Brigance information in GE in the Classroom &amp; Education tab, and will check the appropriate</li> </ul>	Age/Screen	Cut off scores	Three Year Screen		3.0 – 3.2	<52	3.3 – 3.5	<55	3.6 – 3.11	<71	Four Year Screen		4.0 – 4.3	<58	4.4 – 4.7	<72	4.8 – 4.11	<80	Five Year Screen		5.0 – 5.5	<65	5.6 – 5.11	<78		
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