



Sulphur Springs ISD 2024-25

Head Start & Pre-K Registration

Douglass Early Childhood Learning Center

600 Calvert ♦ Street Sulphur Springs, Texas 75482 ♦ 903.885.4516 ♦ 903.439.1181 (Fax)



Douglass ECLC will be accepting applications for **NEW** students for the 2024-25 academic school year. To be eligible, families **MUST** meet income qualifications and children **MUST** be 3 or 4 years of age **on or before September 1, 2024.**

Before the registration process can begin, ALL required and applicable documents (see reverse side) **MUST** be provided.

There are 3 options to register so please do not delay, make plans to schedule your appointment today!

(No Walk-ins)



Virtual Round-Up Week!

April 2-5

Requested documents (see reverse side) can be submitted to DECLCdocs@ssisd.net beginning March 25 - please include your best contact number. Rita V. Taylor, ERSEA Specialist, will review documents and contact families regarding the next steps in the registration process.



In-Person Round-Up Week!

April 15-19

Contact Pam Scott, Secretary, to schedule an appointment for the week of April 15-19 from 9:00 am – 2:00 pm. **ALL** required and applicable documents (see reverse side) **MUST** be provided before the registration process can begin.



Saturday Round-Up!

April 27

Contact Pam Scott, Secretary, to schedule an appointment for Saturday, April 27, 2024, from 8:00 am – 2:00 pm. **ALL** required and applicable documents (see reverse side) **MUST** be provided before the registration process can begin.

Use smartphone
camera to scan.



Please See Reverse Side for Required/Applicable Documents

REQUIRED AND/OR APPLICABLE DOCUMENTS CHECKLIST

Household Income

- Both the 2023 Tax Returns **AND** 2023 W-2 Forms
- If the above documents are not available, a **notarized** letter from employer, including yearly salary information, on **official** letterhead.
- Third party verification if parent reports zero income in the last 12 months

Child Support/Alimony

Military Documents – LES (Leaves and Earnings Statement) & FSSA (The Family Subsistence Supplemental Allowance)

Parent Pell Grant Information

SSI (Supplemental Security Income)

SSA (Social Security Benefits)

Child Information

Child's Official Birth Certificate

Child's Social Security Card

Child's Up-to-date Immunization Record

Doctor's Notes Concerning Allergy/Health Needs

Foster Care 2085 Form

Insurance

- **Current Medicaid Letter**
- **CHIP Card**
- **Private Insurance Card**

IEP - Individualized Education Plan

Parent Information

College Transcript

Current Food Stamp Letter – SNAP (Supplemental Nutrition Assistance Program)

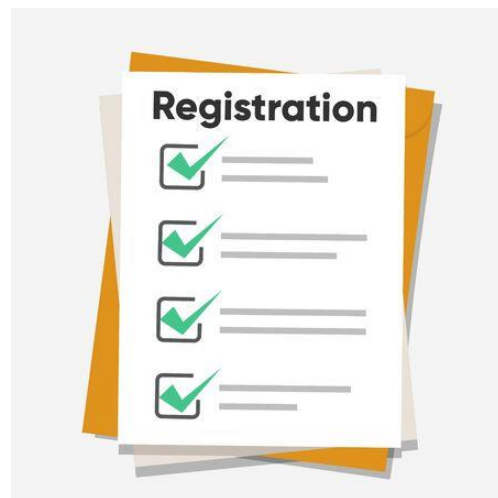
Custodial Documents or Court Orders

Legal Guardian's Photo ID/License

Proof of Residency - Current Utility Bill (i.e., Electric, Water, Gas) or Rent/Lease Agreement Families **MUST RESIDE** in Sulphur Springs Independent School District

TANF (Temporary Assistance to Needy Families)

WIC Card



The SSISD Head Start provides:

Certified teachers/assistants, two nutritional meals and a snack per day, full-day educational services, outdoor playground facilities, limited transportation services, social services, parent engagement meetings, speech/hearing/vision evaluations, health/dental screenings, accepts children experiencing homelessness, and children with mild, moderate, or severe disabilities as determined by individual needs.