



# School Board of Brevard County

## Head Start Program



### **Application Information Sheet**

The Head Start Program is offered for eligible children at selected schools.

#### **Requirements:**

Children must be 3 years old on or before September 1

Children must be 4 years old on or before September 1

AND

Eligible for the federal program based on family income guidelines.

1. Complete the Head Start application. Be sure the contact information is correct and be sure to contact Head Start if any contact information changes. This application does not guarantee placement in the Head Start Program.
2. Leave the completed application at one of the schools listed at the bottom of this page.
3. You will be contacted by a family advocate in 2-3 weeks for an eligibility appointment.
4. Parent must bring the following documentation to the appointment.
  - a. Valid photo identification (i.e. driver's license, military identification, etc.)
  - b. Child's original birth certificate
  - c. Child's Medicaid or insurance card
  - d. Proof of household income
    - SNAP - documentation of eligibility for food assistance
    - Award letter for all social security benefits. (SSI, SSA, etc.)
    - Income Tax form (1040, 1040A, W-2, 1099, etc.)
    - Check stubs (at least one consecutive month)
    - Child support – total distribution from Clerk of Courts
    - Unemployment Compensation – current unemployment Letter of Eligibility
    - TANF – computer printout from the Department of Children & Families
    - Statement from employer – on letterhead that includes date of hire, pay rate, number of work hours per week, verification signature and date.
    - If you are claiming NO income, you will need to submit a written letter explaining how your family's basic needs are being provided for.
  - e. Current immunization records
  - f. Current physical examination which includes lead and hemoglobin (less than one year old)
  - g. Current dental exam

North Area	Central Area	South Area
Coquina Elementary Enterprise Elementary Mims Elementary	Cambridge Elementary Endeavour Elementary Saturn Elementary Sherwood Elementary	Discovery Elementary Jupiter Elementary Palm Bay Elementary Port Malabar Elementary University Park Elementary

***Please direct questions and changes to the Head Start Administrative Office at  
321-617-7786***