

Houston Early Learning Center Peer Model Registration Packet 2024-2025







Northwest Local School District Preschool Program

About Houston Early Learning Center

The Northwest Local School District Preschool Program is licensed by the Ohio Department of Education and Workforce and has received a 5-Star rating from Step Up to Quality. We offer preschool to students ages three and four years old at Houston Early Learning Center. At our preschool, we offer a variety of classroom settings designed to accommodate the diverse needs of our students. This includes specialized classrooms for students with disabilities as well as integrated classrooms where students of all abilities learn together. While we prioritize meeting the unique needs of our special education students, we are dedicated to fostering an inclusive environment where every student feels valued and supported.

The staff of the Northwest Local School District Preschool Program is certified and participates in continuous Ohio Approved Professional Development each year. Their professionalism, creativity, and experience combine to make this program a success. Speech and Language Pathologists, Occupational Therapists, and Physical Therapists are also members of the preschool team.

Preschool Location and General Information

Houston Early Learning Center is located at 3308 Compton Road (45251) and our phone number is 513-385-8000.

- Schedule: Five-day program (Monday through Friday). No full-day sessions are available.
 - AM session: 7:55-10:45
 - o PM session: 12:10-3:00
- Tuition: \$200 per month. Reduced tuition rates are available for those who qualify.
- <u>Transportation</u>: Only provided for qualifying special education students.
- Residency: Children must reside within the Northwest Local School District as we do not accept open enrollment.

Special Education Student Admissions

If you have concerns about your child's development OR a teacher, therapist, or doctor has expressed concerns about your child, please <u>DO NOT</u> complete this Peer Model Registration Packet.

The following application process is designed for students with typical development who will serve as Peer Models. Parents and guardians of students with identified special needs documented in an Individualized Education Program (IEP) or of students for whom a disability is suspected should contact the Northwest Special Education Department at (513) 923-1000 ext. 4917 for additional enrollment information.

Peer Model Student Admissions

In order to apply for a Peer Model student admission, your child should meet the following criteria:

- The child will be at least 3 years old by September 30th of the enrolling year.
- The child is completely potty trained, meaning he/she wears underwear and does not have daytime accidents.
- The child is able to follow rules, and routines and can attend to activities for approximately 5 minutes.
- The child's speech is clear and understandable by unfamiliar adults.
- The child is able to play with a variety of toys appropriately.
- The child can play beside and/or with other children while sharing the same bin of toys.
- The family does not have any concerns with the child's speech/language, social-emotional development, motor development, cognitive or adaptive behavior.

If your child meets the criteria above, complete this Peer Model Registration Packet.

Students who are Peer Models have the opportunity to interact with children with a variety of needs. Our experiences indicate that the children learn compassion, empathy, and the ability to accept/celebrate differences and similarities among all their peers in the classroom.

Children with special needs learn through observation, practice and modeling the behavior of their peers. Peer Models provide an example of age-appropriate skills in social, behavior, play, speech, language, and motor skills.

Peer Model Student Registration

Completed registration packets must be submitted to the Houston Early Learning Center at 3308 Compton Rd. Cincinnati, OH 45251. Packets will be accepted by appointment only until class capacity is met. Contact the preschool office to schedule an appointment at 513-385-8000 or email preschool@nwlsd.org. A waiting list is established on a first-come, first-served basis once capacity is met.

Acceptance into the program and summer screening information will be communicated by email no later than Friday, May 31, 2024. Mandatory student screenings will take place in July. Teacher assignment and parent-teacher-child conference times and dates will be mailed in early August.





NORTHWEST LOCAL SCHOOL DISTRICT EARLY CHILDHOOD PRESCHOOL PROGRAM

Document Verification List

Houston Early Learning Center 3308 Compton Rd, Cinti OH 45251 Phone (513) 385-8000 ext:4901 preschool@nwlsd.org Fax: (513) 385-8090

Student Name	Date of Birth
(A	s it appears on Birth Certificate)
Docu	uments & Forms Required for PRESCHOOL Enrollment
	Please Complete and Sign the Following FORMS:
	Student Enrollment Forms Due at Registration Student Information Release Form Due at Registration Child Medical Statement (completed and signed by physician) Due By 8/2/24 Immunization Record (completed and signed by physician) Due By 8/2/24 Student Health Form Due at Registration Emergency Medical Authorization Form Due at Registration Student Dismissal Information Due at Registration Early Childhood Education Eligibility Screen Tool Due at Registration Parent Financial Agreement Due at Registration
	The following documents MUST be provided at the time of registration:
	Child's Birth Certificate or Passport Due at Registration Court-Stamped Custody Papers (<i>if applicable</i>) Due at Registration Parent/Guardian's Driver's License or State ID Due at Registration Proof of Residency (2 required) Due at Registration Current Mortgage, Tax Bill, Commercial Lease OR Residency Affidavit with Owner's Proof and Business Mail addressed to the Name of the Parent/Guardian 2 current pay stubs or Employer Letter for Wage Verification Due at Registration 2023 1040 or 1040 EZ tax form for Dependent Verification*

Registration forms must be completed and documents must be provided at the time of registration.*

*2023 Tax forms are due no later than April 19, 2024

*Physical forms are due no later than August 2, 2024

Failure to turn in the required paperwork will result in removal from the preschool class list.

Due No Later Than 4/19/24



Please Circle Session Choice:
AM PM
7:55 - 10:45 am 12:10-3:00 pm

2024-2025 Early Childhood Student Enrollment Form (due at registration)

Student Name		
Date of Birth:	Middle Place of Birth:	Last
Home Address	Zip:	Cell Phone:
Circle One: White Black Hispanic**		n/Alaskan Native Native Hawaiian/Other Pacific Islande
**If Hispanic, Select Racial Group: Cuban M	Mexican Puerto Rican South or Central A	merican Other Spanish Culture
*If Multi-Racial, Select Racial Groups: White		n Indian/Alaskan Native Native Hawaiian/Other Pacific Islande
Circle One: Male Female Last Sch		
If born outside of US, give date of e		
Are you the natural/adoptive parent(s) of Father/Guardian Name:	of the child (circle one): Yes No If no,	
Address:		
Place of Employment:		
Step Mother Name (If applicable)		
Mother/Guardian Name:		
Address:		
Cell #:		
Place of Employment:		
Step Father Name (If applicable)	Cell	#:
2. What language does your son/daug	ghter use most frequently at home? (equently with your son/daughter? me most often speak?	o talk? (Native Language) (Home Language)
Annual Class Roster: Each year w furnished to any person (s) other than		m in our program. This roster will not be rogram.
I authorize the following information to b	e listed on the parent roster: Child's Na	ame, Parent/Guardian name, Address and Phone #:
□ Yes □ No Signature of Parent/Gu	uardian X	Date:
Other Siblings In The District: Name:	Grade: Name:	Grade:
1	declare under penalty of falsification (stration information is true and correct d make copies, thereof, if the matter o	*), that I am the parent or legal guardian of the . Consent is hereby granted to Law Enforcement f a missing child develops.
Parent/Guardian Signature		Date



2024-2025 STUDENT INFORMATION RELEASE

At Houston Early Learning Center and Northwest Local School District, we enjoy sharing recognition shout-outs and photographs of our students engaged in their learning with our families and community via email, social media, and other platforms. This student information release form is to grant or deny permission to publish and/or distribute images of your child.

otudent Name:
By checking the YES box you grant permission to Houston Preschool and Northwest Local School District (NWLSD) its employees, volunteers, and agents, to take and use visual/audio images of your child. This includes any firm authorized to publish and/or distribute a finished product containing the images, from any claims, damages, or iability that I may ever have in connection with the taking or use of the images or printed material used with the mages.
YES
By checking the NO box you indicate that you do not grant permission to Houston Preschool and Northwest Local School District (NWLSD), its employees, volunteers, and agents, to take and use visual/audio images of your child. If you checked this box a copy of this release form will be forwarded to NWLSD Central Office to remain on file for the entire school year in which it was signed.
□ NO
am at least 18 years of age and competent to sign this release. I have read this release before signing, understand its contents, meaning, and impact and I freely accept the terms.
Parent Signature: Date:

Visual/audio images are any type of recording, including but not limited to photographs, digital images, drawings, renderings, voices, sounds, video recordings, audio clips, or accompanying written descriptions. NWLSD will not materially alter the original images. I agree that NWLSD owns the images and all rights related to them. The images may be used in any manner or media without notifying me, such as NWLSD websites, publications, promotions, social media posts, broadcasts, advertisements, posters, and other promotional uses. I waive any right to inspect or approve the finished images or any printed or electronic matter that may be used to be compensated for them.

FERPA (Federal Educational Rights and Privacy Act) and Ohio law prohibit the release of student records without the written consent of the parent, or student who is 18 years of age or older. An exception is made in the case of "directory information." The directory information is defined to include the student's name, address, telephone listing, date and place of birth, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, date of graduation, and awards. Directory information is considered public information and may be released without parental consent in some cases. Directory information may not be released to an individual or group representing businesses or other profit-making agencies except for private entities contracted by the Northwest Board of Education. If a parent does not want any or all directory information disclosed about his/her child, this objection must be put in writing and sent to Northwest Local School District, to the attention of the Public Relations Office.



Student Health History 2024-2025

(To be completed by parent/guardian)

STUDENT'S LAST NAME	FIRST		MIDDLE	DATE OF BIRTH
FAMILY HEALTH HISTORY - Please li	st allergies,	heart pi	oblems, diabetes, cancer or other	serious health conditions.
Father:				
Mother:				
Brothers and Sisters:				
I. HEALTH CONDITIONS - please check an	y that apply to	o your ch	ild	
Abdominal Spinal Curvature (scoli ADHD/ADD Allergies – Food*** Allergies – Medication Allergies – Other Anemia Asthma Behavior Problems Birth or Congenital Malformation Bone/Muscle/Joint Problems Bowel/Bladder Problems Cancer – Type Chicken Pox	osis etc.)	- - - - - - - -	Diabetes Diarrhea/Constipation (chroni Eating Problems Ear Problems/Hearing Difficul Eczema Emotional Problems Hearing Aids Headaches (frequent) Hearing Aids Heart Problems Hemophilia Juvenile Arthritis Lead Poisoning	Seizures/Epilepsy
II. VISION AND HEARING				
Frequent ear infections?	_ Left	Right	Both How Often?	
Hearing problems?	When?		Ear Tu	bes?
Wear glasses?	Reason		D	ate of Last Eye Exam
•				
III. INJURIES AND ILLNESS - Please list at	ny severe inju			I I it - li ti
Injuries/Illness		Cili	ld's Age	Hospitalization
Comments:	tly? /e		Normally Active	Inactive
Do you have any concern about how your cl	iliu gets along	y with oth	eis!	
Do you have other comments/concerns abo school? Please explain/comments			•	·
V. PAST OR PRESENT SERVICES RECEIV	/ED			
□Previous Psychological Evaluation		Year	□Counseling or Mental Health	Services Year
□Special Education Support	· · · · · · · · · · · · · · · · · · ·	Year	□Speech Therapy	Year
DATE OF LAST PHYSICAL EXAM:			DATE OF LAST DENTAL	EXAM:
FORM COMPLETE BY:			RELATIONSHIP TO CHIL	.D:
				<u>nformation</u> about my child with the appropriate school
staff. This information will be shared in a confident revoke this authorization at any time by sub-	tial manner. T mitting written	his autho	orization is valid for the current calend f the withdrawal of my consent. I reco	
Parent/Guardian Signature X			Date	
□ I do not give permission to share informat	ion			
Devent/Cuardian Cianatura V			Data	



EARLY CHILDHOOD PRESCHOOL Child Medical Statement

*Due by 8/2/24

Form & Copy of Immunizations

SECTION I - Child Medical Information

Child's Name				Gender					
Date of Birth	ate of Birth Age Height Weight								
Immunizations: Please attach a copy of Immunizations Exempt from Immunizations:									
Complete for Age	YES	□ №	Religious Conv	viction	YES	□NO			
In Process	YES	□no	Health		YES	□NO			
Lead Results:			Other						
Hct/Hgb Results:									
Vision Screening Results:	: RIGHT	20/	LEFT	20/					
Hearing Screening Result	s PASS	/ FAIL							
Limitations or health conditi									
SECTION II - Child Medic	cal Stateme	nt Verificat	tion						
Physician/Clinic/Hospital Nar	me		Provider Ph	one Numb	er				
Provider Address		C	City	_State	Zip				
Check box of examining r Physician Physician Assista Advanced Practic This child has been examining r	ant ce Registerec	l Nurse	ble condition t	o narticir	nate in gro	un care			
					_	-			
Signature of Medical Profe	essional X			Date of E	xam:				



EARLY CHILDHOOD

Emergency Medical Authorization and Authorization to Pick Up From School 2024-2025

	Student's Na	me	Date of Birth
	Address		Cell Phone
	Purpose - To enab		Zip Code on of emergency treatment for children who become ill or injured while secomes ill or injured, when parents or guardians cannot be reached.
		Part I OR Part II I rant Consent: dian (Custodial Guardian)	MUST Be Completed
	Mother's Nar	me	Cell Phone #
	Mother's Em	ail	<u> </u>
	Father's Nan	ne	Cell Phone #
	Father's Ema	ail	_
		father live in the same house? Yes as legal custody? Mother Father	No Shared
	Name of Two	o Relatives or Friends (18 years of	age or older) Required
1.	Who may be	notified	Phone #
	Address		Relationship to Student
2.	Who may be	notified	Phone #
	Address		Relationship to Student
Doctor	to be called_	Ph	one #
Dentis	t to be called _.	Pho	one #
by the abo	ove-named doctor, o		ive my consent for (1) the administration of any treatment deemed necessary not available, by another license physician or dentist; and (2) the transfer of
		over major surgery unless the medical opinions of two the performance of such surgery.	o other licensed physicians or dentists, concurring in the necessity of such
Facts con alerted:	cerning the child's r	medical history including allergies, medications being	taken, and any physical impairment to which the practitioner should be
Date:_		Signature of parent/guardian	
		Grant Consent: Parent(s) must meet wustodial Guardian)	ith the school nurse to establish an emergency plan.
Date:		Signature of parent/guardian	



Northwest Local School District

(Due At Registration)

EARLY CHILDHOOD

Student Dismissal Information 2024-2025

: Student's Name: Birthdate:				
Home Address:		Cell Phone #:	(Unlisted?)	
Do mother and father live in the s	ame house? Yes	No		
If not, who has legal custody? Mo	other or Father (Court	documentation mus	st be provided)	
Shared (If custody is shared, pleas	se provide the address	of both parents.)	Other:	
II: Father's Name:		Address:		
Place of Employment:		Wo	ork Phone #:	
Cell #	E-mail address:			
Mother's Name:		Address:		
Place of Employment:		Wo	ork Phone #:	
Cell #	E-mail address:			
III: Step-Parent's Name:		_Address:		
Cell #/Pager #:	e-mail address:			
IV: Guardian's Name:		Address:		
Cell #/Pager #:	e-mail address:			
V: BabySitter or Daycare Name:_				
Address:				
Cell #/Pager #:				
Please list all other children in	your household who	attend Northwest	Local Schools:	
	ot be reached. Please	list in the order you	who are permitted to pick up your child prefer called, making sure we have the day!	
Name:			Daytime Phone #:	
Name:			Daytime Phone #: Daytime Phone #:	
IS THERE ANYONE WHO IS NO	T TO PICK UP YOUR		elationship:	
			oldtionomp	
Signature: X	Relation	ship to Student:	Date:	

Northwest Local School District

(Due At Registration)



EARLY CHILDHOOD

Parent Financial Agreement

2024-2025

Please complete this form and submit it at the time of registration. Monthly tuition must be paid using the district's Pay Schools program. Information required for the account setup will be provided to the parents/guardians prior to the student's start date.

* A COMPLETED TUITION SUBSIDY FORM WILL DETERMINE ELIGIBILITY FOR TUITION ASSISTANCE* The forms required to be completed along with the supporting documentation must be submitted in order for your students tuition to be determined. Failure to submit documentation will result in your student tuition to be the full amount of monthly tuition that has been predetermined by the school district. The current amount for the 2024-2025 school year is \$200 a month.

- 1. I agree to pay the tuition fee in advance with no deduction for absences, holidays, or vacations. The monthly tuition fee is due by the 25th of the prior month for that month of enrollment. For example, the bill for September is due August 25th. I understand that legal action will be taken to collect unpaid obligations.
 - ☐ I agree that if my child is enrolled in preschool and the fee is not paid by the final notice from the treasurer's office, my child will be withdrawn from the Houston Early Learning Center preschool. The Northwest Local School District does not have payment plans available for families who are unable to pay the tuition.
- 2. I also agree to pay the first month's tuition fee prior to the first day of my child's attendance.
- 3. I agree to pay a \$30.00 fee for a returned check and will submit a money order for future payments.
- 4. I agree to submit any program changes for my child in writing. I understand that changes will become effective the first day of the following month.
- 5. I understand that my child will not be able to enroll in any future tuition programs within the Northwest Local School District if there are past due balances on my account. I understand that unpaid balances will follow my student to their next school in the district.

Child's Name	Date of Birth
Address:	
Parent(s) Name	
Parent's Cell Phone #:	
Parent Signature x	
Date x	

Ohio Department of Job and Family Services Ohio Department of Education EARLY CHILDHOOD EDUCATION ELIGIBLITY SCREENING TOOL

Tell us about you (the appl	icant)								
First Name N				Last Na	me				
Address				Today's Date					
City	State			County			Zip Code	9	
Phone Number ()	Additional Phone Number E-mail A			Address					
Tell us about the people in	your home								
Name (First, Middle, Last)	Relationship to You (spouse, son, friend, etc.)		Race		Hispanic or Latino Y or N	Spoken Language	Date of Birth	Gender M or F	U.S. Citizen Y or N
	Self	Alas India Asia	n casian ⁄aiian/Pacil	American					
		Alas India Asia	n casian /aiian/Pacil	American					
		Alas India	n casian railan/Pacil	American					
		Alas India Asia	n casian /ailan/Pacil	American					
		Alas India	n casian railan/Pacil	Arnerican					

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Child 1	Provider Name and Address	What hours/days do you need services? (i.e. child care or preschool) Check all that apply
Name		□ Sun □ Mon □ Tues □ Wed □ Thurs □ Fri □ Sat □ Mornings □ Afternoons □ Evenings □ Weekends
Child's Mother's Maiden Name		What is the child's home school district?
Child's City of Birth		
Special Needs		
"Special needs child care" or more chronic health cor including social, emotional	nditions or does not meet age I, cognitive, communicative, p	on this definition? In a child who is less than eighteen years of age and either has one a appropriate expectations in one or more areas of development, perceptual, motor, physical, and behavioral development and that ons, modifications, or adjustments needed to assist in the child's
Child 2	Provider Name and Address	What hours/days do you need services? (child care or preschool) Check all that apply
Name		☐ Sun ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat ☐ Mornings ☐ Afternoons
		☐ Evenings ☐ Weekends
Child's Mother's Malden Name		
		Weekends
Name		Weekends

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Child 3	Provider Name and Address	What hours/days do you need services? (child care or preschool) Check all that apply
Name		☐ Sun ☐ Mon ☐ Tues ☐ Wed ☐ Thurs ☐ Fri ☐ Sat
		☐ Mornings ☐ Afternoons ☐ Evenings
		Weekends
Child's Mother's Maiden Name		What is the child's home school district?
, rains		
Child's City of Birth		
		. <u></u>
Special Needs		
"Special needs child care" or more chronic health cor including social, emotional	nditions or does not meet age I, cognitive, communicative, p	on this definition? o a child who is less than eighteen years of age and either has one appropriate expectations in one or more areas of development, perceptual, motor, physical, and behavioral development and that ons, modifications, or adjustments needed to assist in the child's
☐ Yes ☐ No		

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Tell us about you								
Will you or the people i	•			□ No				
Income refers to all the	e money that you and	I the people in your	home receive such	h as earnings	i from employment, c	hild/spousal/medical		
support, disability benefits, retirement benefits, Workers' Compensation, Social Security, SSI, Veterans Benefits, etc. If yes, please complete the table below.								
ii yes, piease complete	the table below.		How Often					
		Amount of	Received					
Nama	Toma of Income	Income	(weekly, bi-	Date Last Received				
Name	Type of Income	(before taxes)	weekly, etc)	Keceiven	Sun	Thurs		
					☐ Mon	☐ Fri		
	-	1			Tues	□ Sat		
					☐ Wed			
	 				☐ Sun	☐ Thurs		
					Mon	☐ Fri		
					Tues	□ Sat		
					□Wed			
		_						
					☐ Sun	Thurs		
					☐ Mon	□ <u>F</u> ri		
					Tues	Sat		
		i			☐ Wed			
					☐ Sun	☐ Thurs		
				Ì	☐ Mon	☐ Fri		
					Tues	☐ Sat		
	i				☐ Wed			
				-	C Cup	[] Thurs		
	1		1		Sun	☐ Thurs ☐ Fri		
					Tues	□ Sat		
					Wed			
Do you or anyone in yo	our household pay C	hild or Spousal S	ipport? 🗌 Yes	No				
How Much?								
Signature of Applicant	:				Date			
7								

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