



Jon J.P. Fernandez
Superintendent of Education

GUAM HEAD START PROGRAM
DEPARTMENT OF EDUCATION
501 Mariner Avenue, Barrigada, GU 96913-1608
Tel: (671) 475-0484 • Fax: (671) 477-1535
www.gdoe.net/headstart



Catherine M. Schroeder
Program Director, Head Start

Application Information For School Year 2022 – 2023

What is the Guam Head Start Program?

Head Start is a comprehensive preschool program that provides education, health, nutrition and social services to children and their families that support SCHOOL READINESS and FAMILY ENGAGEMENT.

Who should apply?

- Families that meet the Federal Income Guidelines and have a child who is age-eligible:
 - 5 years old (born August 1 to December 31, 2017)
 - 4 years old (born January 1 to December 31, 2018)
 - 3 years old (born January 1 to July 31, 2019)

2022 Federal Income Guidelines	
Family of 1\$13,590	Family of 6\$37,190
Family of 2\$18,310	Family of 7\$41,910
Family of 3\$23,030	Family of 8\$46,630
Family of 4\$27,750	For families with more than 8 persons, add \$4,720 for each additional person
Family of 5\$32,470	

- Families who receive TANF or SSI and have an age-eligible child
- Families who are homeless and have an age-eligible child
- Age-eligible child in foster care
- Families who have an age-eligible child with certified special needs (a current IEP from GDOE Special Education)

How can I register my child for Head Start?

1. Visit one of the Community Outreach locations- bring supporting documents
2. Interested families should complete the Head Start pre-screening applications during the open registration period.
 - Download it from the Guam Head Start Program website at <https://guamheadstart.gdoe.net/>
 - Pick it up at the Head Start Central Office in Tiyan
3. Make copies of your supporting documents
4. Submit your completed packet and supporting documents
 - Community Outreach Locations
 - Via email to headstartregistration@gdoe.net
 - To Head Start Central Office in Tiyan
5. Head Start staff will review your documents and contact you to schedule an appointment to determine your child's eligibility for the program and inform you of any other required documents.
6. If you are missing any of the documents needed to determine your eligibility, then you must submit them before your child's registration can be completed.

Head Start continues to register throughout the school year to fill vacancies as they arise. Outside of the mass registration period, registration is conducted throughout the school year by appointment only. Registered children are placed on their center's waiting list until space becomes available.

Documents Required to Determine Eligibility:

(Note: Other documents may be required depending on your household situation.)

- **Identification** for Parents and/or Guardians in Household (valid driver's license, Guam ID, Passport)
- Child's **Birth Certificate**
- Child's **Immunization Card** (shot record)
- Child's **Social Security Number** (Social Security card or receipt of application for a number)
- Income documents for all household parents and guardians for the last 12 months:
 - **Earned Income:** 2021 W2 or Income Tax forms; check stubs from 2021-2022
 - **Unearned Income:** TANF Certification from Public Health, Child Support, Financial Aid, Social Security benefits, GHURA Utility Reimbursements
 - If no source of income, Statement of Support
- **Unemployed Status:**
 - Letter of termination/resignation and the date and reason for leaving employment; Certification layoff or reduction of hours
 - If unemployed for a total of 6 months or more, Unemployment Verification
- If applicable, **Legal Documents** relating to guardianship, child custody or name changes such as Restraining Order; Marriage Certificate or Divorce Decree when parent's name is different from child's birth certificate or Identification Cards
- If child has a certified disability, copy of current IEP documents from GDOE Special Education

Health Requirements: If your child qualifies, you will be provided with a Head Start Health Packet to complete BEFORE your child can attend school.

What happens next?

SCHOOL PLACEMENT: Guam Head Start has a funded enrollment of 534 children. Children will be placed according to school districts with an available Head Start center as determined by Head Start. Special requests for out-of-district placement will be considered based on any of the following: Special Education placement, needs of foster parents, after school care for parents who are working or going to school.

CENTER HOURS OF OPERATION / BUSSING: Head Start has 27 centers which are located in nearly all of the public elementary schools on island. Children will be placed according to school districts with an available Head Start center as determined by Head Start. Special requests for out-of-district placement will be considered based on any of the following: Special Education placement, needs of foster parents, after school care for parents who are working or going to school.

Morning session is from 8:30am to 12:30pm. **Bussing services are provided to and from designated bus stops within the district.** (Adacao, CL Taitano II, Carbullido I, Chief Brodie II, DL Perez II, HS Truman, Machananao, Merizo, Price II, Talofoto, Upi & Wettengel I)

Afternoon session is from 12:30pm to 4:30pm. **Some afternoon sessions have bussing to school. Parents are responsible for transportation after school.** (Carbullido II, Price II & Wettengel II)

Full Day session is from 8:30 am to 2:43pm. Bussing services are provided to and from designated bus stops within the district. (Astumbo, CL Taitano I, Chief Brodie I, DL Perez I, Finegayan, Inarajan, JM Guerrero, M Sablan, M Ulloa I, M Ulloa II, MU Lujan & PC Lujan)

SELECTION: Selection Criteria is used to prioritize the selection of participants, based on community needs identified in the community needs assessment and includes family income, whether the child is homeless, whether the child is in foster care, the child's age, whether the child is eligible for special education and related services, or early intervention services, as appropriate, and other relevant family or child risk factors.

Using the selection criteria, Head Start identifies the children to be enrolled in each center at the beginning of the school year as well as those to be placed on the wait lists. Head Start will notify you by mail whether your child is on a Waiting List or selected for Enrollment. Please update any changes in your home, mailing or contact information to ensure that you are notified promptly and that your child is placed in the correct school district.

If your child is SELECTED to attend school, we will contact you to ensure your child that health requirements are met. Children who are selected for enrollment will be transferred to the WAITING LIST, if any of the following applies:

- We are unable to contact you;
- Your child does not attend school within a week of enrollment; OR
- If minimum health requirements are not met within the first week of school

Children who are placed on the wait list or who register after the initial selection date will be ranked using the Selection Criteria to determine who will be next for enrollment. Registered children are placed on their center's waiting list until space becomes available. The wait list continually changes as new children are registered.

Head Start does NOT require school supplies or the use of school uniforms.

