

Family Transition Checklist

Items to Collect (to be passed on to preschool):

- Birth Certificate (certificate from the Office of Vital Statistics)
- Social Security card (*copy* for folder)
- Immunization records (must be current)
- Record from current programs
- Medicaid number and card copy (if applicable)
- Date of your child's firsts – such as sitting up, talking, etc.

Things to Do.....

- Sign a release of information for early intervention records to be given to the school district or other preschool program.
- Ask your service coordinator to schedule a transition conference well before your child's third birthday.
- Ask your service coordinator to invite current providers of services and representatives from potential preschool programs to be part of the transition conference.
- Develop a transition plan as part of your Individual Family Service Plan.
- Visit preschool programs in your community (public school, Head Start, private programs).
- Verify with your service coordinator that needed information concerning your child and records have been transferred to the local school district or other preschool program.
- Participate in all Individualized Education Program (IEP) planning meetings and contribute to the development of and IEP if your child is eligible.